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ABSTRACT

This annual report cites activities of the Montgomery County Commission for Women during 1976 which aimed at decreasing sex discrimination practices and serving women's social needs. The document is presented in six sections. Section I presents an overview of the counseling and information services provided by the Commission in areas such as credit, housing, health care, drug and alcohol abuse, legal services, employment, child care, child custody, and domestic law. Section II presents a directory of commission and staff members. Section III summarizes reports of the Commission's committees on economics, education, and law and legislative action. The committees' objectives were to improve the economic environment for women in Montgomery County, assist school systems in assuring non-discriminatory hiring practices, and support nondiscriminatory legislation. Section IV describes activities of the Commission staff in areas of community interaction, research, reporting, and public relations. Section V lists 1977 commission publications. Section VI, the bulk of the report, describes the background, objectives, organization, and programs of A Woman's Place (AWP), the Commission's resource and activity center. Since its creation in 1976, the AWP has handled requests for employment and career counseling for over 6,000 clients, and offered support groups and courses to 1,000 persons. In addition, commissioners and staff have given speeches and conducted workshops for over 2,000 Montgomery County residents. An appendix concludes the document. (Author/DB)

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COMMISSION FOR WOMEN

1976 ANNUAL REPORT

MONTGOMERY COUNTY
JANUARY 1977

SP 010 748

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PRESIDENT'S MESSAGE

It gives me a great deal of pleasure to submit the Annual Report of the Montgomery County Commission for Women to the County Executive, the County Council, and the public.

WE'VE COME A LONG WAY: In the past year the Commission and Staff have worked together to establish policies and implement programs that have resulted in a positive impact on sex-discriminatory behavior and practices.

At A Woman's Place, the direct delivery of human needs service component run by the Staff and outside consultants, over 6,000 clients have received individual support through counseling or the information and referral service this year. Also, another 1,000 persons have been enrolled in courses and support groups designed to help people deal more effectively with society. Finally, Commissioners and Staff have given speeches and conducted workshops for over 2,000 County residents.

Projects designed to have an impact on public policy have involved the Commissioners and Staff in other Task Forces, Commissions, Coalitions, and Citizen Advisory Groups in the public sector, work shops with the private sector, and legislative overview of current and pending legislation. Our purpose has been to monitor the implementation of civil rights legislation and to recommend policies to eliminate sex discrimination in specific areas such as Credit, Housing, Health Care, Legal Services, Abused Persons, Law Enforcement, Education, Employment and especially in Domestic Law.

A real boost to the collective County and Commission ego was the selection, by a researcher on a grant from the Eagelton Institute at Rutgers, of the Montgomery County Commission for Women for study. Six national women leaders were asked to rank over fifty local commissions across the country on two scales: (1) Name recognition for competence; (2) Activity in the community. We were either first or second on each individual list.

WE HAVE A LONG WAY TO GO: Even with public recognition by our peers of a job being well done, and with the support of the County Executive and the County Council, we still have an enormous battle against institutionalized discrimination ahead of us. Less than 10% of the administrative positions in the County's educational community are filled by women. In employment a woman with the same education as a man will earn only 57% as much money in the public or private sector, and some Affirmative Action plans of County employers exempt top level positions from coverage.

Currently the Commission is in the process of surveying 10,000 County women as to their needs, problems and interests. Results from this survey should provide us with concrete data as to specific areas which need emphasis by the Commission.

I want to take this opportunity to thank the County Executive and the County Council for their economic and philosophical support and ask that it be extended until we can assure all County citizens equal access to opportunity regardless of sex.

Respectfully submitted,

Judith Vandegriff

Judith Vandegriff, President
Montgomery County Commission for Women

COMMISSIONERS

1975-76

Ellen Berlow, President
Judith Vandegriff, Vice-President
Barbara S. Kilby, Fiscal Officer

Thomas L. Anderson, M.D.
Be Be Bailey
Elaine C. Diepenbrock
Yolande Ford
Patricia Gavett
Eve Grover
Karen Helfert
Ted Landphair
Ruth Roettinger, Ph.D.
Eileen Stein, J.D.
Winifred Warnat, Ph.D.
Lynn Leizure Wagman

EX-OFFICIO MEMBERS

Charlotte Grammar, Department of Social Services
Courtney Kane, Chevy Chase
Doris Wolter, Health Department

COMMISSIONERS

1976-77

Judith Vandegriff, President
Katherine DeWitt, Vice President
Eve Grover, Fiscal Officer

Lenore H. Cameron, J.D.
Elaine C. Diepenbrock
Anita C. Eskildson
Yolande Ford
Jeanne E. Harris
Karen Helfert
Doris A. Kemper
Ted Landphair
Anne E. Lundquist
Ruth L. Roettinger, Ph.D.
Eileen M. Stein, J.D.
Lynn L. Wagman

EX-OFFICIO MEMBERS

Charlotte Grammar, Department of Social Services
Courtney Kane, Chevy Chase
Doris Wolter, Health Department

CURRENT STAFF

Jeanette W. Baxter
Administrative Aide I

Quincalee Brown, Ph.D.
Executive Director

Lois Rowan DeAngelo
Administrative Assistant

Mary E. Hoof
Teacher/Counselor

Gail Ayers Linville
Program Assistant

LaVonne R. Prail
Information and Research Analyst

Shellie M. B. Welter
Administrative Aide III

Elaine K. Weiner
Project Assistant

1976 STAFF

Edna M. Brown
Administrative Aide I

Barbara B. Dhawan
Administrative Aide I

ECONOMICS

Committee Members:

Eve Grover, Chairperson
Tom Anderson
Katherine DeWitt
Anita C. Eskildson
Barbara Kilby
Eileen M. Stein, J.D.

The goals of the Economics Committee are: (1) to work with public and private sector employers to provide women with equal access to employment opportunities; (2) to serve as educators and resource persons to improve the economic environment for women in the community.

To further the Commission's effort to provide employment opportunities for women in Montgomery County, the Economics Committee for the Commission has been active in the past year in pursuing the possibilities of securing funds to further identify the status of the working woman in the County. This project would include a survey of the existing public employment services at the federal, state and county levels to assess the quality of services they provide to women. A preliminary survey has indicated that there are short-comings in the numbers of women placed in jobs in proportion to the number of women who try to use the County Agency. It also shows some evidence that women are still steered into "feminine" lines of work. The objectives of the project are to locate more potential employers and to heighten their awareness of women as valuable workers and to devise training programs and placement techniques that will lead to successful employment for more women at higher paying jobs, particularly in nontraditional fields.

One possibility for funding for this project was to apply for revenue sharing funds under the Comprehensive Employment Training Act (CETA).

Although this application for funding was turned down, the Commission is still pursuing sources for funding from the private sector.

PRIORITIES FOR 1977:

A newsletter will be published to improve communications between the Commission and the community. Editorship of the newsletter will rotate among committee members.

Review, comment and recommend Personnel Regulations for Montgomery County.

Hold an Employment Conference for public and private sector employers to identify and develop employment opportunities for women.

Establish an information center for data on county women.

Provide ongoing counseling and seminars for women in the areas of personal financial management.

Cooperate with Legislative Committee in identifying issues that impact on the economic environment effecting women and provide appropriate resource material for Commission testimony.

EDUCATION

Committee Members:

Elaine C. Diepenbrock, Chairperson
Karen Helfert
Ted Landphair
Anne E. Lundquist
Judith Vandegriff
Lynn L. Wagman

The Education Committee fills two major functions:

1. to assist the school systems in the County in their efforts to assure non-discrimination against women, and

2. to serve as educators and resource persons for the community.

SCHOOL SYSTEMS

Montgomery County Public Schools

The Education Committee has worked extensively with the Superintendent and the Human Relations Coordinator of the MCPS in monitoring the early implementation of the Title IX Regulations of the Elementary and Secondary School Education Act. Committee members have participated in teacher training workshops, have made numerous public speaking presentations on Title IX and its implications, have developed and distributed packets of information on Title IX regulations and the schools' role in enforcing them, and have testified at budget hearings of the Board of Education and the County Council. One result of this effort was the inclusion of Title IX implementation as one of Superintent Bernardo's eight major goals for the year. The Commission was represented on the MCPS Title IX Citizens' Advisory Committee by Commission Ted Landphair; the task of this group was to assist in the development and administration of an Institutional Self Evaluation (ISE). With continued input from the Education Committee, MCPS had one of the most comprehensive ISE's and subsequent Action Plans in the entire state. While

the Board of Education issued a statement of support for the Title IX concept, to date no action has been taken by Board members that would facilitate the implementation of the Action Plan within a reasonable length of time. The Education Committee is continuing to monitor progress to ensure that the recommended changes actually occur in the schools and classrooms.

In addition to working directly with the school system, the Education Committee has also developed and fostered direct contact with all school P.T.(S.)A. Presidents so that community members may become better informed concerning which of the Title IX actions are taking place in their own schools. This year we are sponsoring, in cooperation with the MCPS Human Relations Department, a workshop for designated P.T.A. and P.T.S.A. members, and for designated staff persons. This workshop will train these individuals in Title IX matters so they may serve as resource persons in their school and community.

The Education Committee began work on a survey of the educational environment in the elementary schools. The impact of Title IX regulations and actions has been felt for the most part at the Junior and Senior High School levels. It is becoming increasingly clear that the attitudes developed in the earlier years are significant in influencing later choices, hence our concern with the impact of instructional and recreational materials and activities at this level. The Superintendent of Schools has recommended that we work with the Associate Superintendent for Instructional Services and we are in the process of developing a preliminary proposal to submit for approval.

Montgomery College

The Education Committee designed and conducted a survey of the status of part time faculty at Montgomery College. The survey was intended to be part of a larger study of part time professional opportunities for women in Montgomery County. In the College study, the Committee was particularly interested in determining how part time practices and policies impacted on faculty women. The resultant report provides a data base on which to build further studies, both in this county and nationwide. The College is now reviewing its part time hiring policies and we anticipate positive changes in the coming year. An additional positive outcome of this survey has been the opening of communications with College Administrators. One of our goals for the coming year will be to work together with these Administrators to increase the number of women on the various College Committees and Boards.

Regarding Title IX compliance at Montgomery College, the Education Committee reviewed the college Institutional Self Evaluation, made recommendations, and will continue to monitor progress and actions taken.

EDUCATIVE ACTIVITIES

Women's Collection

This Committee is continuing to maintain the Women's Collection located in the Rockville Branch of the Montgomery County library system. In addition, this year it established a brochure collection at the Rockville Branch which allows a wide range of free materials to be readily available to all women. A future goal of the Committee is to make the material in both collections more easily available throughout the system. One way in

which we hope to do this is to develop and print a catalogue of materials by, for, and about women. This catalogue will be placed in each county library and hopefully will encourage inter-library loans, especially of the materials in the Women's Collection.

"Persons First"

The Committee worked closely with library personnel to develop and print "Persons First," a bibliography of some of the non-sexist children's literature that is in the library collection. This brochure is currently available free of charge from the children's librarian in each library.

Citizens' Advisory Committees

Education Committee representatives currently serve on the following advisory committees:

Family Life and Human Development (MCPS)

Title IX, Institutional Self Evaluation (MCPS)

Community Coordinated Child Care

Emergency Medical Services Council

PRIORITIES FOR '77

The goals of the Education Committee for the coming year are:

1. to continue work with Montgomery County Public Schools and Montgomery College regarding implementation of Title IX regulations,

2. to increase involvement of P.T.(S.)A. members regarding Title IX in their own schools and communities,

3. to develop and have available in each county library a catalogue of materials by, for, and about women, and

4. to complete initial steps in the elementary school survey.

LAW

Committee Members:

Ruth L. Roettinger, Ph.D. Chairperson
Ellen Berlow
Lenore Cameron, J.D.
Yolande Ford
Patricia Gavett
Jeanne Harris
Doris Kemper
Eileen Stein, J.D.

The Law and Legislative Action Committee studies county, state, and federal law as it affects the rights of women. It supports legislation that will remove discriminations against women. It also supports and urges the participation of women in all levels and areas of government to make their contribution as citizens according to their capacities and interests.

During the past year this committee, as well as the entire Commission, has worked closely with the Legislative Coalition, convened by the Maryland Commission for Women and comprised of the State Commission, the various county commissions, the Women's Caucus of the Maryland Legislature, the Governor's Commission to Study Implementation of the Equal Rights Amendment, representatives of state-wide women's organizations, and the legislative chairmen of local women's groups. The purpose of this Coalition has been to concentrate the efforts of these groups on legislative priorities to remove from the law discriminations against women.

The efforts of the Coalition were successful during the 1976 session of the legislature in the passage of reform of sexual assault legislation, establishment of a pilot experimental center for displaced homemakers, enactment of a bill authorizing the court to place liens on the earnings of a defaulting spouse in child and spousal support cases, the elimination of sex discriminations in the determination of marital domicile, and the enactment of a bill prohibiting the Board of Elections from striking from the list of eligible voters the names of married women who failed to return notice of intended name use.

Bills of special interest to the Commission, which it supported but which failed in the 1976 session, would have required police departments to keep statistics on spouse beatings separate from other assault statistics, would have repealed the common law doctrine of intrafamily tort immunity as it applies to interspousal assaults, would have allowed the court to issue a temporary injunction excluding a spouse from the marital home if that spouse constitutes a danger to the physical well-being of the other spouse, would have given courts some jurisdiction over marital property at the time of dissolution of a marriage. Also defeated was a bill to allow the the same options to women employees in the state pension system as to men employees to provide for other than surviving spouses.

This Committee feels that its 1975 study of sexual offenses and our 1975 town meeting on this subject were helpful in the 1976 passage of rape reform legislation. We will now support the establishment of state-wide guidelines for the administration of this rape legislation and the establishment of a sexual assault center in Montgomery County. We hope that our 1976 town meeting on "Your Rights in Divorce" will be helpful in the enactment of legislation simplifying legal procedures in divorce and in providing equitable division of property in cases of divorce or separation.

At a November 1976 meeting of the Legislative Coalition it was decided that special effort will be made during the 1977 legislative session of the General Assembly to enact legislation regarding division of property in cases of divorce and separation, pension reform, a strengthening of the Human Relations Commission, relief for battered spouses, and a Family Court system. Also the Montgomery County Commission is supporting the Maryland Commission in urging the Judicial Selection Committees to appoint more women

to judgeships. A state-wide workshop on property rights will be conducted by the Coalition early in the 1977 session of the Legislature. The Maryland Commission is also closely watching the work of the recently appointed Governor's Commission on Domestic Law.

This Committee will continue to cooperate with the Metropolitan Washington Coalition of Commissions on the Status of Women. During 1977 this group will, among other things, concentrate on the development of professionalism among household workers, not only raising their economic level but also supporting greater public awareness of their contribution to the welfare and prosperity of society.

At the federal level, this Committee has been particularly interested in and supportive of the proposed amendments of the social security law to remove discriminatory provisions affecting women, and also proposals to extend the provisions of that law to cover and include homemakers. Also we protested to the administration of the White House Fellows program that few women were receiving appointments to that program. Whether our effort was effective or not, we note with pleasure a great increase in the number of women receiving such appointment, 7 of the 17 White House Fellows for 1976-77 being women.

We will continue our study of the following: the need for child care centers for working mothers and the most equitable method of funding these, the need for adequate retirement income for homemakers, estate taxes both state and federal, applied to widows who have no proof of monetary contribution to the marital property.

STAFF REPORT

The Commission for Women staff processes the work projects of the Commission and provides staff support for A Woman's Place. A Woman's Place (AWP) is an activity and resource center for women. A detailed report of AWP staff activities and services begins on page 27.

Commission projects require the staff to work collectively in the areas of research, writing, reporting, and public relations. Final delivery of completion of work projects involves the staff in coordinating with other branches of county government, state and federal agencies, other women's groups, and the public.

The Executive Director of the staff is Dr. Quincalee Brown. Dr. Brown serves as the administrator for the offices of the Commission for Women. She is the primary liaison between the Commission, the community, and the county government. Dr. Brown was hired by the County Executive and is a merit system employee.

Special projects completed for the Commission by Dr. Brown in 1976 include: Supervision of the planning, arrangements and publicity for "Legal Rights for Women", an open forum; and "Your Rights in Divorce", a town meeting. Both of these events were held for the purpose of informing the public of federal and state laws.

In her role as liaison between the Commission and the community, Dr. Brown also supervised and coordinated arrangements for the Commission's co-sponsorship of "Singular Woman's Conference", which was held at Mt. Vernon College last Spring.

In support of a long requested Commission project, Dr. Brown coordinated with the Commission's Education Committee, the county's Budget Office

and the office of Management Information Systems for authorization of a Commission sponsored survey of county women. This survey was authorized, and is now in process.

In addition to special projects, Dr. Brown made twenty-five speeches in 1976 to civic groups and schools in support of the Commission's Speakers' Bureau; led an Assertiveness Training group at A Woman's Place; led a series of discussion groups for Women for Equality, the county's female employees' organization.

In her role as a Montgomery County department head, Dr. Brown attended weekly and monthly department head meetings. In conjunction with the Executive Committee of the Commission, she attends County Council work sessions, hearings concerning the Public Service Program report, the Commission's annual budget request; and the Abused Spouses Haven. She has also participated in various training sessions held for employees at the Training Academy. Dr. Brown is a member of the County's Employment Development Commission, and Affirmative Action Council, and attends regular meetings of each to represent the interests of women. She is also a member of the steering committee of Women for Equality.

One of Dr. Brown's major functions is to supervise, direct and manage the work of the seven other staff persons working for the Commission for Women and A Woman's Place. She is assisted by Lois DeAngelo in the management of the agency's daily operations and general supervision of the Administrative Aides I and III and the Volunteer Program.

Ms. DeAngelo, Administrative Assistant, assists with research and writing for the Annual Report and numerous other Commission publications. She is responsible for preparation of the Commission's budget document

and Public Service Program report. Ms. DeAngelo acts as a staff liaison to the Commission's Education and Law and Legislative Action Committees and assists the Committees with whatever research, follow through and coordination are needed for projects of each committee. She writes a bi-weekly For Your Information sheet to keep Commissioners abreast of each other's activities and committee work, and to give Commissioners input concerning activities and news concerning women's issues. Ms. DeAngelo also writes Woman, the Commission's bi-monthly newsletter; works with local colleges and high schools to develop academic internships; and supervises scheduling and work for a corps of twenty volunteers who work two to four hour daily shifts at A Woman's Place. She works closely with the Commission's Information and Referral Service, which was established by the Commission in 1974.

Information and Referral services have grown to include weekly Mini-Employment Worshops for county women in need of basic employment counseling. These workshops were initiated by the Information and Research Analyst, LaVonne Prail, in response to heavy requests made by women for employment counseling and job referrals. Ms. Prail generally holds the workshops one morning a week, and schedules evening sessions in accord with requests. Segments of the workshops include individuals with expertise in resume writing, community resources, county hiring practices and federal employment procedures. Workshops are rounded off with tips about maximum effectiveness and confidence in an interview, i.e., specific information is given about the importance of researching a company and a position in advance of an interview.

In addition to holding the workshops, Ms. Prail handled over 3,000 calls from women needing basic short-term referral counseling and information about: the basic legal issues involved in separation and divorce, and how to select an attorney; employment discrimination or equal credit, and housing laws. She is responsible for all publicity concerning public meetings, Commission activities, development of flyers for CFW/AWP groups, and news releases. Ms. Prail also puts together CFW/AWP displays for various resource fairs held in the county. She represents the Commission on the Emergency Housing Task Force and the Social Security Study Committee for the county government.

The two staff persons most responsible for final processing of all work are Shellie Welter and Jeanette Baxter.

Ms. Shellie Welter is an Adminstrative Aide III, and has been with the Commission staff since it started in 1973. Her work has included experience with practically every phase of county administrative procedures and Commission policies and projects. A great deal of Ms. Welter's work has involved record keeping and processing of petty cash, mileage forms, personnel detail and forms, purchasing-inventory procedures and forms. One of her major responsibilities has been to take and transcribe Commission minutes in accord with Maryland Public Record Laws and County and Commission policy. Ms. Welter's special project with the Commission is the Speakers' Bureau. She is responsible for all coordination and arrangements between civic and community organizations, the staff and Commissioners. (In 1976 Commissioners and staff gave 40 presentations, reaching more than 1,408 persons.) An important function within that responsibility is to be aware of which staff person or Commissioner has expertise in areas that

the organization wants addressed. She also works closely with the County's Employee Relations as the CFW Compliance Coordinator to assure that we comply with affirmative action procedures and laws.

Jeanette Baxter is an Administrative Aide I. She started work with the Commission in November, 1976.

The eight staff persons and fifteen Commissioners are assisted by a corps of twenty outstanding volunteer workers who work in daily 2 to 4 hour shifts at the Commission offices.

Women and men who contribute their skills and time to the Commission are homemakers, career government workers, graduate students, part-time workers, high school students, counselors and undergraduate students.

The volunteer program has evolved so that the staff, the Commission, the community and the worker benefit equally from the experience. The Commissioners and staff benefit by interacting and working with people from Montgomery County neighborhoods who contribute time, energy, ideas and expertise. The work of the volunteers enables the staff and the Commissioners to do a more effective job.

The Community benefits on two levels: 1) volunteers represent people in neighborhoods, thus making it possible for the Commission and the staff to know more about the people they serve; 2) volunteers relieve workloads - thus enabling the Commission and the staff to do more for the people.

Volunteer workers benefit by having direct contact with the everyday operations of their county government. They gain on the job training and experience, which can later be used as a source for job references.

Academic interns from area campuses receive work experience and academic credit. Volunteers also receive letter of recognition from CFW/AWP - and certificates of recognition from the county government.

COMMISSION FOR WOMEN

PUBLICATIONS

January, 1977

Montgomery County Government: The Case for Affirmative Action - 1974*

Annual Reports of the Commission for Women (1975*, 1976*, 1977)

Report of the Montgomery County Sexual Offenses Committee (July 1975)**

Montgomery County Community College Professional Employment Survey (April 1976)

Action Guide and Directory of Services (1975*, 1977)

On Your Mark for Change (1975 - education and employment booklet)

Plastic Power (a credit brochure)*

Persons First (non-sexist books for young people)

A Woman's Place (brochure)

A Woman's Place Calendars: Winter 1976, Spring 1976, Fall 1976 Winter/Spring 1977

All Women Are Potential Rape Victims (brochure on avoiding rape)

Woman (newsletter) - January 1977 (to be printed bi-monthly)

* Out of Print - no longer available

** Available only to groups, task forces, etc. studying sexual offenses in their jurisdictions.

A WOMAN'S PLACE

RESOURCE AND ACTIVITY CENTER

Sponsored by

Montgomery County Government

Maryland

Through the

OFFICE OF THE COMMISSION FOR WOMEN

JANUARY TO DECEMBER

1976

BACKGROUND

On June 7, 1972 Montgomery County, Maryland, enacted legislation which established a Commission for Women which was comprised of 15 members from various sectors of the community. The legislation set forth eight mandates, one of which was " ... to institute and conduct educational and other programs, meetings and conferences, to promote equal rights and opportunities for all persons regardless of their sex."

The response from the community supported initial impressions of concerned county groups and individuals that women were experiencing unique social change and, because of certain educationa, social and environmental influences, require special kinds of assistance to deal effectivly with problems arising from those changes.

Women began to request from the Commission and its office staff assistance with credit, employment or housing discrimination; coping with desertion by husbands, depression, loneliness associated with children leaving the home, isolation from being new to this area, and other problems endemic to women in our changing society.

A suggestion for the creation of a Women's Service Bureau was made by Judith Vandegriff, Financial Officer of the Commission, and approved by the Commission in January, 1973. This Bureau proved to be the precursor of the Information and Research Analyst system which was created through the budget process and was finally implemented in November 1974.

In the meantime another county agency, the Office of Drug Control, was collecting and analyzing data from various public and private agencies. Examination of the statistics revealed an alarming increase in the numbers of drug-related attempted suicides among women. In an attempt to better understand this phenomenon staff of the Office of Drug Control called upon representatives of community agencies and organizations to share information which might relate to the trends reflecting the needs of women that were simultaneously being documented by hospital emergency rooms, local crisis centers, telephone "hot lines", and the Commission for Women. (Appendix B)

THE METHOD

Early in the Spring of 1974 representatives of Montgomery College, the Montgomery County Chapter of the National Organization for Women, the Commission for Women and the Office of Drug Control met to discuss the needs of women and the despair reflected in the increase in drug-related suicide attempts. A workshop was planned for October 5, 1974 to be attended primarily by service-providers from the community. (Appendices C and D). The consensus of the conference attendees was that a women's center was needed, that it should be located in a non-institutional setting, and that it should provide recreational, educational and occupational opportunities, and that it should be developed on an educational model to apprise women of the broad array of options available. There was also

agreement that the orientation of the programs should be towards identifying and reinforcing the strengths and personal resources of all women and should not focus on problems but on solutions. Peer-group support was recommended concerning topics such as separation, divorce, legal counseling, effective parenting, and single women's groups - to mention just a few. As a result of this conference, a draft paper was developed which outlined both the needs expressed and the recommendations of the participants. (Appendix E).

INITIAL ORGANIZATIONAL STRUCTURE

A task force was formed to further conceptualize the center. Acting upon recommendation from one of the subcommittees the group decided that a private, non-profit corporation be created which could provide services to county women, possibly on a contractual basis with Montgomery County Government.

For a variety of reasons - among them lack of money and specific program objectives - the corporation did not realize its goal during the following year. Then in the Summer of 1975, the newly hired Executive Director to the Commission for Women, who had been previously involved in planning the original "Women, Drugs and Coping" Conference expressed concern to the County Executive, James P. Gleason, that a much needed program appeared to be in jeopardy.

IMPLEMENTATION

In September of 1975 Mr. Gleason decided to establish a County-funded Woman's Center. To minimize cost, he placed the new program under the aegis of the Executive Director of the Commission for Women and transferred two positions from two other County agencies into that office to develop and implement the program. At the same time the Information and Referral Analyst in the Commission for Women office learned about an available County-owned house which could provide the non-institutional ambiance which had been recommended at the October 1974 Conference. The house was refurbished and in December 1975 the staff for both the Commission for Women and A Woman's Place were moved into the house at 150 Maryland Avenue in Rockville. The location of the house met all requirements for adequate public parking and easy access to public transportation.

During the initial planning stages from October through December a number of significant process and administrative issues had to be worked out. One of the most important was that of the staffing patterns - the duties and responsibilities of the new staff members assigned or hired to operate the program.

Final policy responsibility for the program and supervision of the staff was to remain with the Executive Director of the Commission. The implementation of the services and programs was to be the responsibility of Elaine K. Weiner, Projects Assistant, who was transferred from the Office of Drug Contral and Gail Ayers Linville, Administrative and Program

Assistant who was hired from unused funds from the Office of Human Resources. While these individuals have many complementary skills, their varied backgrounds have provided the breadth of knowledge and skills essential to a comprehensive program.

Ms. Weiner has an extensive background in the areas of health, human development, feminist issues, drug and alcohol abuse and had worked on numerous programs throughout the County for over ten years. She has assumed the responsibility for developing programs relative to health issues, coordinates programs with other agencies, is involved in continual needs assessment, works with women facing the mid-life crisis of loneliness and depression and those having problems with teenage children. Recently she has assumed even more administrative responsibilities for such things as research and writing.

Ms. Weiner was injured in a auto accident on March 9, a bare few months after A Woman's Place opened. During the period following, she was able to work only part time and erratically due to continued injury problems.

At that time, we were fortunate to have Mary E. Hoof who was doing an internship in women's studies and counseling while finishing her M.A. at George Washington University. Through the spring, Ms. Hoof was able to assist us with some of Ms. Weiner's work load on a volunteer basis. During the summer we were then able to hire her part time on assignment from the Personnel Department. Recently she has been hired to fill a temporary, non-career position as a Teacher/Counselor, which will exist until Ms. Weiner can return to work full-time. In this position Ms. Hoof is responsible for much of the short term counseling, crisis intervention, and information and referral. Increasingly she is becoming an integral part of the program development, planning and implementation team.

Gail A. Linville has assumed most of the responsibility for the groups run at A Woman's Place. She has laid the groundwork for the continuing coordination and liaison work with the primary providers of our group programs and courses. She has worked extensively with the abused wives issue and was the staff person assigned to work on the task force which developed the proposal for the haven for abused spouses.

Ms. Linville has been deeply involved in dealing with the issue of violence in family structures and was the founder of the Parents Anonymous group which has functioned as an integral part of our program throughout the year. Ms. Linville also does short term support counseling and referral, acts as a resource for many organizations and agencies, participates in workshops and on panels and frequently speaks on these issues. She is currently writing a dissertation for her Ph.D. in early childhood education and is doing a survey of County employees relative to child care needs. The fruition of this effort we hope to be the establishment of a child care center for County Government employees.

While this basic staffing pattern has proven workable, it is crucial that it remain flexible. With such a small staff, the ability to "take on" a situation is essential, should someone be out or unavailable. Also, it should be pointed out that it would not be possible for these individuals to handle their workload were it not for the backup of the administrative staff.

During the planning and initial operation stages, two events of import took place. During November and December, a woman who was an expert in organizational development volunteered her time to meet with the Director and the Projects and Programs Assistants. These sessions were spent in analyzing the organization of the center as it related to the County Government, the Commission for Women, other women's organizations, and public and private agencies. This provided a theoretical base for much of the planning that was going on and is reflected in the original working paper. (Appendix F)

In further anticipation of the stress involved in beginning a new program, one staff member suggested a team building program for the then seven staff members. Again, a group of four women, who had recently incorporated as a consulting team, volunteered their time to do an on-going series of team-building and organizational development exercises. Throughout January and February the staff participated in a well developed program that culminated with an all day Saturday workshop. While this program was not a panacea for smooth operation and total communication, it did provide us with a better idea of where we were. In essence, it defined our mission in more concrete terms and allowed us to relate to each other in new and different ways.

Through the cooperation of many agencies and organizations the programs were developed. The philosophy of the Center was to identify the crisis points in the lives of women and to establish programs which would assist women to anticipate and deal with those changepoints. The intent of the program development was to draw upon those services and programs which were already in existence under the auspices of other agencies or organizations in the community. The avoidance of duplication of services was, and remains, one of the basic tenants by which the center plans, develops and coordinates programs. This philosophical and programmatic base is clearly outlined in the original working paper of the center. (Appendix F)

A Woman's Place officially opened its doors on January 12, 1976 (Appendixes G and H). The response was overwhelming. Requests for services began on a meteoric rise. The most frequent requests came for employment and career counseling, and for assistance to recently separated and divorced persons. As the services became better known and trusted, more serious calls were received, particularly from physically abused women.

Liaisons with the criminal justice system agencies were developed and areas of need for these women which had been initially identified by the Montgomery County Council's Task Force for Abused Persons were substantiated by the numbers and kinds of calls that A Woman's Place began to receive. To handle the large number of requests for personal counseling, a policy was established to limit such counseling to a maximum of six visits. At the end of that time a joint assessment by client and counselor is conducted and a referral may be made.

ADMINISTRATIVE ISSUES AND STRUCTURE

A. Information Dissemination:

Calendars of events are distributed semi-annually through the libraries and other public places where they will be seen by large numbers of women (Appendices I, J, K). Public service announcements are distributed to local radio and television stations and notices are sent to local newspapers. Flyers publicizing special events are distributed separately. And, of course, word-of-mouth has substantially increased the numbers of clients and participants.

B. Forms:

In order to find efficient ways of handling the workload and in keeping track of who we were serving and what we were doing, a number of forms were developed. Most have proven successful, however, some are being revised for 1977.

1. Intake Form - used for all group participants and some who come for counseling. It is not appropriate for someone in crisis. (Appendix L)

2. Evaluation Form - used for all group programs lasting several sessions. (Appendix M)*

3. Group Registration Form - used to register persons who call in for group programs. The individual will then be called by one of the AWP staff members who do the screening and group placement. (Appendix N)

4. Information and Referral Form - used by any staff member or volunteer who gives basic information over the phone or to a drop-in. (Appendix N)

5. Reporting Form - used to report client contacts by type and by presenting problem. These are turned in each month by all the staff persons who provide direct service. (Appendix O)

* The short form is used for one-time workshops lasting only 2-3 hours. (Appendix N)

C. Agency Cooperation:

Cooperation with other agencies has been important in two ways. First, all of the groups and courses are run by personnel from other sources - among them Montgomery College, Family Service of Montgomery County through Project FOCUS, Project Family Awareness Program of Karma House, Inc., Family Outreach of Community Psychiatric Clinic, Sigma Reproductive Health Center, Planned Parenthood of Montgomery County, Montgomery County Cancer Society and the Montgomery County Extension Center, to mention a few. In addition to these agencies providing skilled and professional group leaders, volunteers from the community who possess skills and training in specific areas provide special services. Because these groups are such an important aspect of our operation, they will be dealt with at length in a separate section.

The second form of agency cooperation has come from other agencies of the County Government with whom we have cooperated on projects, programs, groups, mutual referral and information exchange. These include the Department of Social Services, Health Department, Office of Human Resources, Employment Service Center, Centralized Information and Referral, Human Relation Department of the Montgomery County Public Schools, Human Relations Commission, Employee Development Divison of the Personnel Department, Passage Crisis Center and several others.

This inter-agency cooperation was encouraged by the fact that in the very early stages of the operation of A Woman's Place, the staff members made numerous visits to other agencies to explain our program, purpose and to offer our service. We met with Department/Agency Heads, their chief staff personnel as well as the staffs of various operating divisions. This process facilitated communication and cooperation at early critical stages.

TECHNICAL ADVISORY COMMITTEE

A Technical Advisory Committee was established to act in a consultative/review capacity and is comprised of representatives from the Health Department, Family Service of Montgomery County, Montgomery College, the Montgomery County Public Schools, the General Federation of Woman's Clubs, the Recreation Department, the Commission on Aging, the media, Passage Crisis Center, the Department of Corrections, and a community member-at-large who is also a member of the National Organization for Women. Input is solicited from the Advisory Committee as well as from the general public. Ideas are reviewed and the feasibility for implementation is examined by the staff and upon request from the Commissioners on the Commission for Women.

GROUP PROGRAMS

A. Introduction

During our first year of operation it became clear that groups were an effective vehicle for responding to the needs of women as they were expressed to the staff at A Woman's Place. This was true for basically two reasons. First we found that in order to respond to the volume of women who called we simply had to serve them in the form of groups. Also, through groups, women met others who were coping with situations similar to their own and eventually became role models and a source of strength and support for each other.

The demand for service has been awesome to our small staff. Nevertheless it is our conviction that Montgomery County has enormous resources that can be tapped to deliver needed services. At every opportunity we tried to avoid duplication and drew on these resources to meet the needs we were seeing. With this in mind, we turned to existing public agencies such as the Department of Social Services and Health Department. We talked frankly about what we needed from them and what we had to give in return. In almost every case our requests were met with sincere efforts on the part of these agencies to cooperate.

Fortunately, these agencies were interested in delivering service to families at whatever point of entry into the system they arrived. Consequently, we began what has proven to be an effective partnership. Our role has been identifying pressing needs and developing programs in the form of groups to respond to the needs. We have also found that it is helpful to work with existing staff from other agencies to communicate the things we see that are impacting upon the lives of women and ultimately the family. In this way we felt that our experiences at A Woman's Place were helping us train staff from other agencies to deal more effectively with the clients they were seeing outside our center. Also it was quite evident that our high number of referrals from other agencies indicated we were not duplicating their services.

This report would be incomplete without mentioning the special help and cooperation we received from Project Family Outreach. Particularly the agencies associated with this project contributed a large number of professional group leaders who ran many of our groups throughout the year. The three programs, administered through the Health Department, are as follows: Family Service of Montgomery County through Project Focus; Project Family Awareness of Karma House, Inc.; and Family Outreach of Community Psychiatric Clinic.

B. Programming at A Woman's Place

Although our groups maintained a feminist thrust topics have varied. Women's Awareness groups, Assertive Communication, Separation/Divorce and

Motherhood in Perspective have been in greatest demand. Our least amount of success has occurred in Adolescent Awareness and Double Jeopardy groups. The Double Jeopardy group was especially designed for minority women. Several minority women commented they preferred to attend groups that were more topic specific. Realistically we have acknowledged that these groups require more extensive outreach efforts than we have given them in the past.

For future programming for adolescent women we learned that we must maintain a low "women's lib profile". Many young women are concerned with developing their heterosexual relationships during adolescence, and rampant misinformation about women's issues in general tends to keep them away. Also we expect that we can be more effective in reaching larger numbers of boys and girls if we work directly through the public school system.

Many of the things we learned about programming for a women's center are listed below:

1. ARTICULATING NEEDS: Too often women seemed apologetic about asking for support and help, or unsure of their right to express their own needs. A good deal of our counseling and group efforts involved supporting them to define themselves, clarify values and express their needs as individuals. This process occurred throughout all the groups regardless of the topic. As we concluded the first year we were running a minimum of two Women's Awareness groups, one in the evening and one during the day, and one Separation/Divorce group. These groups were always in demand and waiting lists were common.

2. COMMUNICATING EFFECTIVELY: Assertive behavior classes were usually filled with women practicing their power to express themselves. Because we felt women needed an opportunity to see how assertiveness can work in male-female relationships we ran these groups with a male and a female instructor. (This group was sponsored by the Montgomery College division of Community Services which now incorporates Assertive Behavior Training into their regular offerings.)

3. CHANGE IS THE ONLY CONSTANT: At the conclusion of a year we are certain of nothing--except uncertainty. Our groups are planned around one important feature--flexibility. Now when our Calendar is distributed it will not carry dates because very often one group will fill quickly and need to begin promptly while others will take longer. We have also learned that one topic may require two or three groups and we may need to move a leader from one group to another in order to handle the demand.

   Some groups such as Single Parenting were well attended initially but the demand dwindled as other agencies and institutions began to respond to this need. This provided us with an opportunity

to provide a different service in its place. Eventually we started a proceedure to pilot each new group for eight weeks before we incorporated it into the calendar. This gave us a chance to evaluate and modify the content before we offered it again. (Please see Appendixes M and N for copies of evaluation forms.)

4. COMMITTMENT: This was particularly a problem during lunchtime discussion groups. Job demands were too great to permit most women the luxury of a minimum of one and one-half hours to participate in a group discussion. Consequently we found our attendance at lunch time discussion groups was quite low. Also some women found that family priorities and work committments took precedence over their ability to schedule time for evening groups. After they signed up for a group they were unable to follow through.

   Because we limited each group to 15, we accepted the first 15 appropriate participants and then began to place others on a waiting list. During the course of the eight week session many participants would drop out--usually for legitimate reasons having to do with family or work conflicts--consequently reducing the size and viability of our group. It was frustraing to have a waiting list of people who really wanted a group but yet found that it was disruptive to the existing group to add people after the second or third session. We observed that many individuals who called and reserved space in the weekly employment workshop did not follow through. We concluded that since there is no charge for these workshops individuals tend to drop out at the last minute without giving us notice, thereby eliminating others from participating in the workshop until a later date. We are now over-registering in order to fill the 15 available spaces.

   We are beginning the second year of our program with a more careful screening program of individuals. The screening consists primarily of explaining to them the group objectives and our limits with regard to the number of registrants we can accept. We are asking them to consider the amount of commitment they are willing to make. We understand that there will still be dropouts; however, we hope now that our registrants will understand the importance of their follow-through.

The chart below indicates the name of the group and the number of times the group was offered during the year as well as the number of sessions scheduled and the persons registered in each session. It should be noted that some programs such as the Employment Workshops and Legal Clinic are offered for one session only to each participant and run on a bi-monthly or monthly schedule. (Please see Appendixes P and Q for outline of Legal Clinic content and Employment Flyer)

A WOMAN'S PLACE

YEARLY SUMMARY OF GROUPS

January 1976 - December 31, 1976

GROUP PROGRAMS	NO. OF TIMES GROUP OFFERED	SESSIONS	PERSONS REG. PER SESSION
January - March			
Work Smarter, Not Harder	1	3	16
Single Parenting	2	8	20
Separated & Divorced	1	8	14
Woman's Awareness	1	8	15
What Is a Good Mom?	1	8	15
Parents Anonymous	continual	10	8
Women in Transition	1	6	5
April - July			
Women & the Law	1	6	16
What Is a Good Mom?	1	11	9
Time for Me	1	6	16
Women's Awareness	2	8	14
Separated & Divorced	1	8	16
Single Parenting	1	8	14
Assertive Decision Making	1	6	12
Parents Anonymous	continual	17	8
September - December			
Women's Awareness	2	8	15
Family Exploration	1	6	8
Investment/Ins.	1	5	12
Parents Anonymous	continual	22	8
Women's Sex & Selfhood	2	4	15
Separated & Divorced	1	8	15
Widow & Widower	1	8	13
Between Man and Woman	1	6	15
Retirement	1	6	12
Assertive Behavior Training	2	6	16
SEMINARS			
Women & Health		1	30
Legal Rights		1	115
Shopping for Child Care		1	29
Breast Disease		1	16
Self Defense		3	125
MONTHLY GROUP WORK SESSIONS			
Legal Clinic		To begin Jan. 77	
Employment Workshop	22		13*

* Average number of persons per session

CLIENT CONTACTS - A STATISTICAL SUMMARY

On the following pages are the break down in numbers of client contacts by staff member, type of contact and presenting problem. In reviewing these statistical averages we note that A Woman's Place seems to be following the general work load trends of other County service agencies. By mid-January, following the holidays and the return of children to school, begins a busy season which reaches a peak in March. As spring approaches the number of clients begins to drop and reaches a low in July and August with summer vacation and family activities.

We notice an increase of activity again by mid-September which climaxes in October with all general fall events. By late November, people are once again back into the holiday season, with school vacation and family activities taking precedent.

One of the phenomena of our experience with this pattern here at A Woman's Place is that in March all staff members felt an incredible pressure of the high contact work load. We recall it as a time when tensions were high, nerves were raw, illness was rampant and everyone reacted to the intensity. It was very surprising for us to learn that October was every bit as busy, because we sailed through it with as much ease and calm as we had August. What became clear was that through the year we had worked out ways of organizing ourselves and the work load, so that it was all manageable. By October we had solved most of the administrative and organizational problems for handling people, taking messages, signing up individuals for groups, planning, advertising and coordinating groups and seminars, inter-agency referrals and intra-agency referrals. In short, we had learned a lot in the intervening months, most of it related to systems or organizing work and to planning.

Also, by October we had a set of volunteer workers, directed by the Administrative Assistant, who relieved staff members of much of the simple but time consuming tasks such as answering the telephone, taking messages, giving out basic information, registering people for groups and mailings. These volunteers have been life savers for us.

In any case, it is good to know that this number of clients can now be served by our basic system and what is now left is the refining of the systems that are operating.

A WOMAN'S PLACE

RESOURCE AND ACTIVITY CENTER

CLIENT CONTACTS
1976

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
NUMBER OF WORKING DAYS	(15)	(20)	(23)	(22)	(20)	(22)	(21)	(22)	(21)	(19)	(20)	(21)	(246)
INFORMATION AND REFERRAL SPECIALIST	167	235	406	307	265	314	273	262	323	326	235	165	3,278
PROJECTS ASSISTANT	64	83	124*	80	93	53	*	*	53	86	85	43	1,009
TEACHER/ COUNSELOR					26	51	23**	27	39	27	37	15	
ADMINISTRATIVE ASSISTANT III (PROGRAMS)	91	109	195	248	53**	141	127	121	190	165	156	137**	1,733
TOTAL CONTACTS	322	427	725	635	437	559	423	410	605	604	513	360	6,020
AVERAGE CONTACTS PER DAY	21.47	21.35	31.52	28.86	21.85	25.41	20.14	18.64	28.81	31.79	25.65	17.14	24.47

* This employee was in a car accident March 9, 1976 and was only able to work a few hours each week. Most of the contacts through March and April were made from home while she was recovering. On leave July and August. This became a shared position beginning in May.

** On annual leave during month

Chart 1

A WOMAN'S PLACE

Resource and Activity Center

Client Contacts
1976

I.	By Type of Contact	
	Telephone	2,503
	Walk-In	403
	Appointment	609
	Groups and Workshops (run by staff)	2,505
	Total Contacts	6,020
II.	By Presenting Issue	
	A. General Information (@ CFW/AWP)	1,127
	B. Employment	1,215
	C. Family Problems	2,017
	D. Legal Problems	314
	E. Housing	110
	F. Credit	115
	G. Community Relations and Information	531
	H. Misc.	591
	Total Contacts	6,020

Chart 2

FUTURE DIRECTIONS

The house at 150 Maryland Avenue has been quickly outgrown and plans are under way to enclose two of the porches. The additional rooms will enable two groups to run simultaneously and will relieve the pressure of inadequate office space.

The staff continues to plan, develop and implement programs and services as the needs arise. Modifications are made as needed. Groups once in demand are no longer, and so the group topics change. Programs once operated at A Woman's Place are now part of on-going programs in local churches (i.e. Single Parenting) and the Jewish Community Center (i.e. the post-mastectomy groups). We perceive it to be our function to assess the needs from the women who come to us, find ways to develop programmatic solutions, or identify structural barriers to solutions and then proceed to find a remedy to the barrier. We are in the business of finding ways to get other organizations and agencies, public and private, to remedy the problems we see.

We also realize that because of the incredible social changes going on around us such as: the economic crisis coupled with a search for identity that is sending women into the labor market in numbers never before seen, the spiraling divorce rate, the smaller family size which means less time devoted to child bearing and rearing, increased mobility resulting in the elimination of the extended family and its support systems, and a growing life expectancy which means facing aging in new and unknown ways; we will be constantly pushed to find alternate ways of handling individual problems. We are also cognizant of the fact that women in the next few years will still need some short term assistance to help guide them through the crisis periods ahead. That service must be filled by women working for and with other women in an atmosphere of trust and mutual support. At this point in time, A Woman's Place is still the best answer to this question.

The simultaneous identification and heightened awareness of the needs of County women by several different agencies, organizations and members of the public discovered at that October 1974 Conference, have resulted in A Woman's Place, which has become a prototype of the kind of program that can be created when communication takes place.

CONCLUSION

The sentiments of the Conference, which subsequently has been repeated by County women who have benefitted from services, was summed up by the 86 year old mother of one of the planners of the Conference: "I really should start by saying that I have been very much thrilled by what you have been doing here today, because in a very long life I have been resigned to being a woman, but I have never been proud of it before, and today I am proud to be a woman."

AWARDS

A Woman's Place received two awards during its first year of operation. The first was from the National Association of Counties (NACO). This award is to give national recognition to progressive county developments which demonstrate an improvement in county government's service to citizens. The NACO award was presented in May.

In June, the Federally Employed Women Suburban Maryland Chapter gave its 1976 Distinguished Service Award to A Woman's Place. This award was presented in recognition of A Woman's Place outstanding commitment, sponsorship, and leadership in the development of programs which foster equal opportunities for women.

APPENDIX

Appendix A

WOMEN'S SERVICE BUREAU

PROPOSED: The establishment of a WOMEN'S SERVICE BUREAU under supervision of the Commission For Women and under the direction of the executive secretary of the Commission For Women, to meet the needs of the women of Montgomery County in securing and maintaining equality of right and opportunity under the law.

A. To establish and maintain an INFORMATION CENTER for women:

1. Capable of supplying knowledge of services provided for women by County and private agencies and institutions.

2. Capable of supplying facts for better implementation of Affirmative Action programs, EEO policies, and to those persons providing testimony against discriminatory acts and practices before public and private groups.

3. Capable of acting as a lobbying agent (within County and Private agencies) for the needs of women.

4. Capable of working within the framework of existing educational institutions to assist in providing instruction for women wishing to re-enter the employment sector, to provide instruction for women wishing to learn a new skill to make them employable, and for those women wishing to up-grade their skill level for career advancement.

5. Capable of keeping the community at large informed of the programs and policies of the Commission For Women, and the services provided to the community by the Commission For Women. This should involve use of all communications media.

B. To establish and maintain a REFERRAL SERVICE to handle specific situations.

1. To work with individuals and groups as an Ombudsman investigating specific complaints against the County government or its functionaries, and to refer complaints against state and federal governments to other Commissions For Women or persons who are empowered to act on the individuals behalf.

2. To maintain contact with a complainant until the complaint is resolved to the satisfaction of the Commission, and the staff.

3. To provide information on services offered by the County and private agencies of problems and to provide help and guidance in obtaining those services.

Continued

C. To establish and maintain a JOB AND TALENT BANK.

1. To provide resource information as to job availability for women in both the public and private sector available to the public through the communications media where possible.

2. To establish rapport with public and private sectors so the Commission office is informed when jobs will be available at all skill levels.

3. To maintain, or refer to other agencies, resumes of women seeking employment.

D. To establish and maintain a SPEAKERS BUREAU.

1. To participate in as many panels, conventions, seminars and public discussion groups as the Commission feels they can make an adequate contribution.

2. To provide a list of speakers who are qualified in the areas of Women's Rights and equality of opportunity and care to groups that are seeking that information.

3. To advertise to groups that we have speakers available and present them with a list of suggested topics.

Respectfully Submitted by,

Judith Vandegriff

Judith Vandegriff
January 1973

Appendix B

MEMORANDUM

May 15, 1974

TO: Community Agencies

FROM: Elaine K. Weiner, Assistant to the Director
Office of Drug Control

SUBJECT: Planning Meeting on Women With Alcohol and Drug Abuse Problems.

There appear to be many groups and individuals in Montgomery County who are interested in the problems of women, one of which is abuse of alcohol and drugs.

On Monday, June 3, 1974 from 2-5 p.m. in the Conference Room of the Office of Drug Control at Rockville Mall, 44 Courthouse Square, a planning session will be held with representatives from groups with potential interest in alcohol/drug use problems of women to explore methods for developing a workshop on this topic. The workshop has been tentatively scheduled for September 5th & 6th.

We hope you will find it possible to have a representative of your group or staff at this meeting.

One of the purposes of the workshop is to provide a forum in which information may be shared to avoid duplication of services.

A second objective is to determine the most effective coordinated way to provide needed services to women in Montgomery County.

At the June 3rd meeting we can address such tasks as finding a location for the workshop, securing speakers and, where appropriate, making accomodations for those speakers, publicity and hospitality.

Would you please respond to this request for participation of your group in the planning effort by filling out the enclosed form and returning it to me by May 29, 1974.

Enclosed you will find a list of the organizations to which this memo is being sent.

If you have any suggestions for additional persons needed for the preliminary planning stages, please let me know as soon as possible.

EKW:lrp

EXPRESSION OF INTEREST

Our group ☐ will participate

☐ will not participate

in a planning meeting for a Workshop on Women with Alcohol/ Drug Problems.

Our representative to the June 3, 1974, 2:00 P.M. meeting

is _____
(Name)

_____
(Title)

_____
(Address)

_____
(Telephone)

_____
(Signature)

_____
(Office or Organization)

MEMO SENT TO:

Commission for Women
Constance Morella, President
Rockville Mall

Office of Human Resources
Montgomery County

TESS Commission
Fred Anderson
Executive Director

Dr. Jardin
Montgomery County Health
Dept. Drug Program

Commission on Aging

Drug Action Coalition, Inc.

Comprehensive Health Planning Board

Criminal Justice Coordinating Commission
Larry Sander, Chairman

Advisory Commission on Drug Abuse
James P. Gleason
Chairman

Human Relations Commission
Paul Hershey
President

Dr. Joseph Gaffney
Director
Alcohol Program
Montgomery Co. Health Dept.

Federation of Women's Clubs

National Organization for Women
Montgomery County
Carolyn Feinglass, President
P. O. Box 2301
Rockville, Md. 20852

Jan DuPlain
D. C. National Organization for Women
Ford's Theatre

MONTGOMERY COUNTY, MARYLAND
ROOM 1, 44 COURTHOUSE SQUARE
ROCKVILLE, MARYLAND 20850 • 301 424-5400

September 24, 1974

"FOR YOUR INFORMATION"

On Saturday, October 5, 1974 from 9:30 AM to 3:15 PM a workshop titled "Women, Drugs and Coping: New Alternatives" will be held at the Montgomery County Public Services Training Academy, 10025 Darnestown Road, Rockville, Maryland. Sponsored by the Montgomery County Office of Drug Control, in cooperation with Montgomery College, the Montgomery County Commission for Women and the National Organization for Women, Montgomery County Chapter, the workshop will study the feasibility of a Women's Learning Center in the County. Such a learning center would provide alternatives to the women who are susceptible to the abuse of drugs and alcohol.

##########

WOMEN'S LEARNING CENTER—Elaine Weiner, top right projects assistant to the director of the Montgomery County Office of Drug Control, originated the idea of a Women's Learning Center for the county. She is shown at a planning session with Charlie Steinbraker coordinator of special programs for the Department of Recreation. Right, bottom, Bonnie Patton, executive secretary for the Commission for Women, addresses the symposium held Saturday. Above, symposium participants hear Barbette Blackington, director of the International Institute of Women's Studies. Photos by Harold Syptak

Women's Learning Center — Goal of County Symposium

By Carol Szpak

A "Women's Learning Center" to "inform women of options available to make their lives meaningful and exciting" was the goal of a symposium held Saturday at the Montgomery County Public Service Training Academy.

A task force to create such a center in Montgomery County, which originator Elealne K. Weiner calls the country's first, will meet within the next two weeks.

Task Force

The center seemed to gain support—and momentum—as the day continued, with some 20 persons volunteering to serve on the task force.

morning workshop on new alternatives, "Women, Drugs and Coping," emphasized the relationship between problems that can arise because of women's roles and dependence on alcohol and drugs.

Crucial Role

During the morning sumposium, Weiner, projects assistant to the director of the Montgomery County Office of Drug Control, said she envisions the center playing "a crucial role in preventing women and their physicians, who are frequently unaware of other alternatives, from falling into the trap of chemo-therapeutic handling of social, educational and emotional problems."

Some women who turn to drugs or alcohol perhaps do so because of the passive, dependent "women's" roles they play, she said. "The extension of well learned human dependency patterns into chemical dependency is not a surprising probability when the emotion going gets tough," Weiner said.

Taught to be submissive, some women "meekly accept their fate because they lack the confidence or experience to make decisions about their lives," she added.

Educational Facility

The center would be a vital educational facility "available to inform women of options which are available to make their lives meaningful and exciting," she said.

Barbette Blackington, director of International Institute of Women's Studies and one of the four guest speakers, said such a center could also trigger research on women and serve as a resource center for scientists.

Cont. on pg. 3

Options

Women's Learning Center—Goal of County Symposium

From Pg. 1

Although details have to be settled by the task force, the workshop participants said the center should remain flexible and stay open from 12 to 24 hours a day to women of all ages. They agreed the task force will decide on the method of funding, the location, and the official name of the center.

Suggestions

Some other suggestions made by the six workshops composed of representatives of public and private agencies and community groups include:

—Providing peer group reinforcement at the center, perhaps through the one-to-one "friend system."

—Developing a marriage and divorce clinic and family counseling program to be run on an informal basis.

—Operating a mobile unit that could carry the center's services to women throughout the county.

—Establishing vocational, employment and legal counseling.

—Manning a hotline for referrals which could also encourage women to come to the center where further service could be provided.

—Making provisions for child care at the center.

Weiner said she expects the center to be established in an existing facility. Hopefully some of the staff could be drawn from other county agencies, perhaps one day week to lower costs, she said.

Committee

The planning committee, which organized Saturday's symposium, will meet Oct. 16 to coordinate the task force that will develop the concept in detail.

Jessie Rumor, 86, spoke for many at the symposium when she said she had been thrilled by what had been done and before had been resigned to being a women. "I've never been proud of it before," she said. "Today I'm proud to be a woman."

REPUBLICAN COUNTY COUNCIL Candidates Curly Bogle and Dean Hill talk with County Executive Jim Gleason.

Appendix E

A WOMEN'S CENTER

D R A F T

Elaine K. Weiner
Projects Assistant to
the Director
Office of Drug Control
February 7, 1975

THE NEED

The problem of the abuse of chemical substances in Montgomery County has changed from what it was two years or even eighteen months ago.

The great concern, even panic, generated in the County by the use of drugs and alcohol by young people led to a great effort to deal with the problem. Institutions were set up, money was spent and much effort was devoted to reducing, if not eliminating, the abuse of chemicals by our young people. The effort has largely succeeded.

Nevertheless, a significant number of drug abusers remain in the County. Statistically we probably have about 35,000 abusers of alcohol in Montgomery County. Most of them are adults and most of them are women. They are increasingly popping pills as well as drinking.

Do we have hard data to back up this assertion? No, we don't. But we feel secure in stating the problem because it is based on the experienced observations of health professionals and workers in social agencies who have come to believe that the adult women of Montgomery County have become involved in drugs to a greater extent than has been suspected before now.

In 1973 the majority of drug-related deaths in Montgomery County were women. Suicide attempts by persons using drugs and alcohol were mostly women -- outnumbering men almost four to one.

The recent enactment of child abuse legislation undoubtedly will uncover more of these hidden women by exposing those of them who abuse or neglect their children while under the influence of

alcohol or another drug.

Montgomery County's geographic location causes it to be one of the most transient communities in the United States. As a result, many of the women in the County are residents because of their husbands' careers, rather than by choice. Dislocated from their families and friends, they suffer a sense of isolation and loneliness, which is painful and often overwhelming. Even in town-house communities, where many young couples with young children may live, the women who become friendly frequently do little more than support their collective depression. Because they are new to the community, they may know little of the available services and, unless they are extraordinarily resourceful or in great need, rarely have the energy to seek them out.

These women, as well as the older ones whose children no longer require their full-time attention, and who may be suffering a sense of loss and despair, constitute the population-at-risk.

Awareness of the extent of this problem has grown slowly because in this county many of the women are middle-class suburbanites who can afford to drink or pop pills in the privacy of their homes and thus avoid coming to public attention. Most women involved in the abuse of drugs and alcohol, whatever their social situation, go undetected because, we presume, they are protected by well-meaning but misguided friends and families who become unwitting participants in the pattern of self destruction. Some women are flushed out of their private despair only when they are eventually abandoned by their protective friends and get into trouble or are involved in a tragedy which brings them to the attention of public agencies.

Many of these women desperately need help but instead endure their despair alone, suffering in silence because of the stigma attached to seeking help for an addictive disorder--for everyone, but most severely for adult women.

The best way to deal with drug problems from a human, economic, and social point of view is to identify and deal with the predisposing conditions before the resultant actual drug use. For this reason the Center would be strongly oriented toward prevention programs.

HOW TO MEET THE NEED

Much of the need as outlined above can be met by existing community services. These services, however for several reasons lack the ability to deal effectively with this subtle and difficult problem: they exist in scattered locations, they often have inconvenient schedules, and many of the population in question--middle and upper-middle class women--consider these agencies to have a negative image and will not use them. The existing services are oriented toward meeting some other needs and the population in question views them as existing for some other reason, e.g., sports-oriented as with the YWCA, health services for physical ailments or for children, etc.

The overwhelming need for this problem and this population is for an entirely neutral facility which has a positive, help-oriented image. Within this facility, many of the existing services can function because they would be under the umbrella of its positive atmosphere. The existing services would be complemented by services specially designed to meet this need.

What happens when existing services and new services specially designed are brought together in a new physical facility which has

a positive image and which is guided by women to meet a broad spectrum of women's problems is that the whole becomes greater than its parts--in effect, a new entity arises with a mission not quite the same as that of any pre-existing organization in our society.

PRECEDENTS

Precedents for such an entity to serve women are found in existing facilities and services such as: hotlines for teenagers, free clinics for counter-cultural people, low-cost housing for the elderly, in which many existing agencies perform services. The most significant precedent for the proposed service for women is the rapid rise in recent years of rape crisis centers.

The centers arose in response to the changing status of women in our society and the changing regard of courts, police and hospitals for the needs and sensitivities of the victims of this crime--an exclusively female population. Services for rape victims did exist previously in many social agencies, but they eventually were preceived not to be meeting the need. So a new entity was created which brought together medical services, police activities, legal advice and psychological support as a constellation of services which focused on the woman's immediate crisis efficiently, sympathetically and without the coldness, red tape and delays inevitable when services needed for a single crisis are scattered in different agencies in different physical locations.

Like the physical attack of rape, the psychological and emotional attack of despair and anomie cuts across all social and economic lines. The common denominator is that the victims are women, who, it is being increasingly recognized, need the help of other women to overcome their crisis.

SERVICES

The description of these services is of a general nature because the precise balance of service would depend upon the specific needs of the target population.

Counseling

A primary aim of the Center would be to impart and reinforce the knowledge that everyone possesses the resources to deal with life's problems. Such knowledge confers an immense sense of well-being and self-worth.

Counselors, both professional and paraprofessional, would be drawn from existing community agencies. As with all other Center personnel, the counselors would go through a short, informal training course on the Center's aims, methods and reasons for being.

In addition to counseling for individual women with immediate problems, the Center would make available individual and group counseling dealing with general problems such as: difficulties with children and adolescents, elderly parents, drinking aberrations (their own or their spouses') and any other of the array of problems which are endemic to women today.

Self Help

The population the Center is designed mainly to serve is the financially secure, middle-class women of Montgomery County. These women have a problem peculiar to them: because they are being financially supported or are earning their own way, they should, by all of society's accepted indices, be content. If however, they were to admit that life for them is less than the perfection portrayed on television, their training and inclination would make many feel

like traitors. The first and best step in helping these women overcome such fears is through approach by a peer who already is involved with the Center.

The Center will, therefore, expend considerable effort to develop a friend system modeled on the Alcoholics Anonymous sponsorship system. This is a concept of peer support for the new client which is in turn supported by the System of other available services. For decades, the Armed Services have had a high degree of success in using their buddy system in a similar way in training and in combat. It is believed the friend system--being greeted and helped by someone in like circumstances--is the best way to overcome the reluctance, fear or humiliation some women might feel in coming to the Center to ask for help.

Consciousness-raising

This technique, today recognized as a necessary ingredient, will be built in as an integral part of nearly all the Center's activities and programs. Other self-help organizations such as Alcoholics Anonymous and Al-Anon will be called on as needed.

Education

Education would serve as the hub of most of the Center's other activities. The significance of education in the scheme of the Center is that the essence of education is that it presents options, and bringing afflicted women to the point where they can comprehend that they have--or can acquire--options in most of life's areas, is a primary goal of the Center.

A large college campus can be overpowering--even frightening--to a woman who has spent years in the seclusion of her home and neighborhood. Bringing educational programs and services into the

Center provides a non-threatening framework for them. The Center's educational programs thus can serve as a bridge to education in a more formal setting.

An advantage of bringing educational programs into the Center is that they can be tailored to the changing needs of the Community. For example: a few years ago new state legislation created a greatly increased need for foster homes for neglected children. Women attending the Center might, with counseling, be amenable to providing foster homes for some of these children, thus engaging in a socially useful service and being paid for doing so. Under the aegis of the Center it might be possible to arrange formal college credit--such as in a mental health course--for such an arrangement.

Job Counseling, Placement and Follow-up

For those women who wish to enter or re-enter the job market, the Center will offer realistic job counseling. More than a mere employment service, such counseling would cover areas like guidance in resume writing, career advancement, transferability of previously learned paid or volunteer skills, reasonable salary expectations, etc.

Many women who have been secluded and protected as homemakers may be intimidated by the prospect of going for job interviews. The Center could serve as a job bank for prospective employers who are interested in hiring mature women. Such employers could visit the Women's Center in much the same way as they visit high schools and college campuses.

Recreation

American women learn passivity and think they have little or no power. This frequently leads to an overwhelming sense of powerlessness and frustration. Thus, many women, when they do gain a little

power--almost always in the only arena available to them, the home--tend to abuse it. Often the only social control an American woman can exercise is control over her husband and children. In its extreme of abuse the results have been the tragicomic figure of the henpecked husband and the neurotic syndrome best described by author Philip Wylie as "Momism".

The Center's recreational activities will be designed to help overcome the passive attitudes society teaches women. Ancient techniques such as yoga, Tai-Chi, meditation and Tae Kwon Do will be employed. These techniques, along with other activities, can show each woman how she can determine her destiny through the power of her own mind. These activities will be designed to foster active participation by each woman in the effort to teach her to control her own life.

Child Care

The population-at-risk is all women in Montgomery County. As a result, the services at the Center must cut as wide a swath as possible in order to attract many women of diverse backgrounds, age groups and socio-economic circumstances.

While it is anticipated that many of the women coming to the Center will probably have children of school age or older, the needs of the woman with young children need to be addressed. Babysitters are difficult to obtain during the day, and while the Center will be open at least one night a week, some women may not have husbands or, if they do, their husbands may be unwilling or unable to care for small children. The shortage of babysitters often extends into the evening hours.

Quality child care, more than babysitting but not as intensive as the kind provided by day care centers will increase the potential use of the Center by women of all ages.

Case Finding

An extensive system of outreach activities is essential to attract women to the Center. The majority of the population whom the Center is intended to serve would probably be reluctant to seek services. Most of these women, if they have problems, may seek professional psychiatric or psychological help. The Center does not aim to detract these women from seeking that help; rather, it seeks to augment, through socio-educational activities, the work of the practitioner. In fact, the Center is expected to serve as an important resource to County physicians who sometimes have no recourse but to resort to the chemo-therapeutic management of problems which are of a situational nature.

Montgomery County is divided into six school areas which are used for planning purposes by many of the human service agencies. Six outreach counselors, each assigned to a school area, would be responsible for contacting persons in each area who would serve as conduits to the community of women. The outreach counselor would contact every school counselor, school nurse, principal, pupil personnel worker, PTSA, church and synagogue, community leader, community organizations such as the League of Women Voters, civic association, men's service organization (whose members can then tell their wives of the Center), private pediatricians--day care center, nursery school and so forth. Each area would be thoroughly covered by each outreach worker.

Not responsible for primary counseling, the outreach workers are expected to advertise widely among the mentioned groups the services of the Center, and would serve as a bridge to the Center.

Women who are interested in what the Center has to offer, but who may not have transportation, might be served by mobile teams, modeled after the ones used by Passage, the Health Department's Crisis Center, which could bring some of the services via a Center "friend" to the woman, or arrange for transportation to the Center.

Public health nurses and social workers who make home visits are important contacts for the outreach workers. Where deemed appropriate, an outreach counselor might go along on such a home visit.

Women's organizations would be requested to establish small, home-based group meetings which would be attended by the outreach counselor, and where appropriate, someone from the Center.

Every possible setting will be used for publicizing the Center, making wide personal contacts, and maintaining a good follow-up system through periodic revisits, telephone calls and record-keeping.

Evaluation

In order to determine the effectiveness with which the Women's Center performs its various functions, continuing attention will be given to the need for program evaluation, both during the planning and operation stages. The purpose of evaluation will be to gauge both the effectiveness and efficiency with which the Center delivers its services. As such, program evaluation will be intended to improve the quality of service delivery and to lay the foundation for on-going program planning and design.

During the Center's planning phase, an appropriate research design will be created in order that program evaluation may begin with the actual inception of the Center. This research design will be of

the "Goal Attainment Model" type, i.e., a model of program evaluation that, (a) begins by carefully laying out long range, intermediate and immediate objectives; (b) next determines appropriate indicators and criteria that quantitatively measures these objectives; and (c) that specifies particular data that will be collected during the Center's operation. Conclusions that flow from the information compiled by the evaluation system will be made, not by the system itself, but by the program operators. The evaluation system will thus have direct impact upon the quality and nature of services offered by the Center.

Data itself will also be of great value to those agencies which are concerned with planning a whole range of human services. In addition to information about the needs of the County's women, the Center should serve as a rich resource of information about, for example, the patterns of alcohol and licit drug abuse among the males and adolescents and emerging problems which have not yet reached the public's attention.

Besides providing women with an important service, the Center can serve as a research and information focus for social researchers and planners.

THE FACILITY

In order to attract the kinds of women the Center hopes to accomodate, an institutional setting must be avoided. Community schools, Community Service Centers and other such existing facilities have their own identities. The Center's services should be provided in a non-threatening, non-social-service setting. A private home would provide the most acceptable neutral environment.

Accessible to public transportation, yet with adequate parking, the building should be in a place which is safe at night, to allow for a spectrum of evening activities for working women.

The amount of space required is as yet undetermined, but there needs to be an adequate number of rooms to allow for the simultaneous offering of several different programs. An estimated 3,000 square feet would be sufficient to launch the Center. The rooms need not be in the same facility, but a row of adjacent private residences would be suitable.

Space for child care would also be required. If possible, a large fenced yard which could be equipped with playground equipment would enhance the facility's versatility.

COMMUNITY RELATIONS:

A workshop was held in October, 1974 to determine the amount of community-based support that would be available. It was the consensus of the workshop participants that such a program is badly needed. A Task Force was created at the workshop.

Until the Center's personnel are hired, and outreach activities begin, the bulk of the community relations work will be done by the Task Force which has developed the concept of the Center. One member, a physician, serves as the liaison with the Medical Society. At the public hearings which were held by the Commission for Women, several citizens testified that a center is urgently needed by the women of the County.

A slide presentation describing the Center's goals and methods is planned when funds are available. A representative of the press serves on the Task Force, and several local radio and television personalities have offered to help publicize the program when it is implemented.

When a facility is located, members of the Task Force will contact the residents of the area and meet with them in small and large groups to acquaint them with the concept and to try to minimize opposition.

Presentations will be made to civic associations, Parent-Teacher-Student Associations (PTSA), and all other community groups. Community education is an important component of the program in that it accomplishes two things: it keeps the community informed of programs and services as they develop and it provides a mechanism for input so that services are congruent with changing needs.

SUMMARY

The values of a society can be determined in many ways, one of which is by examining the ways in which it treats its women and children. Unfortunately, in our society, the accumulation of material wealth is often mistaken for humanism and caring. Hence arises the paradox of women who are supposedly well-cared-for, in the material sense, yet who hunger for some unknown missing life ingredient. Compounded by dislocation from familiar surroundings and family supports, ghettoized in homogeneous communities that lack generational continuity and the reassurance that comes with it-unable to have their emotional needs met by husbands who are frequently too busy advancing their own careers, it is little wonder then, that so many women succumb so easily to depression, anxiety, and frequently chemical substance abuse.

Montgomery County is rich in resources; the Center will not attempt to duplicate what it cannot and need not. By serving as a point of service interception, these services will be made visible and accessible to the women who can benefit the most.

MONTGOMERY COUNTY RESOURCE CENTER FOR WOMEN

WORKING PAPER

The Center's goal is to make accessible the brpadest range of services possible to county women of all socio-economic and educational levels. Although Montgomery County is rich in resources and programs many of them are geographically scattered and many of them confine their services to specific segments of the society. Often, a program has rigid criteria of intake regarding age, economic or social status. Then, too, social planning has been crisis-oriented, resulting in programs designed to alleviate symptoms, rather than deal with the total person in need.

It is not the Center's intent to duplicate any existing service but, rather, to mesh those services currently being offered with potential consumers. The Center will offer immediate support and will be highly visible easily accessible and housed in an non-institutional environment. This should increase the probability of attracting many women with a wide array of interests, problems or concerns.

For example, a woman might attend a Center seminar for single parents. She may be concerned with the increased pressures of greater responsibility for herself and her family, the legal and the emotional issues concerning custody and her effectiveness in dealing with her children. Through support and guidance from staff and volunteers she would be referred to agencies offering services for her particular problem. Some examples of these services which can be fully utilized through referral from the center are the Montgomery County Public Schools' parent training course, "Separation

and Divorce; Reorganizing for Growth"; the Y.W.C.A.'s Marriage, Divorce and Family Relations Task Force.

She would also have an opportunity to learn what constitutes good child care from various types of cooperating agencies participating in the program. Community Coordinated Child Care (4C's) Council is concerned with quality child care and is effective in steering parents to appropriate services. However, they have focused on the providers of child care through the training of care-giving personnel in an effort to improve available services. Recently they have expressed an interest in cooperating with the center to educate consumers (parents) to identify the characteristics of good care.

The opportunities for coordination and program development are limitless. Many county agencies have programs which can be provided in the center's facility, thus requiring merely a relocation of activities, not the creation of new ones. For example, there is presently a group in the Health Department for post-mastectomy women which is being led by a qualified therapist. This county employee has agreed, with the permission of her supervisor, to run a similar weekly group at the Center. Thus, women in the community who have had mastectomies and are under the care of private physicans would be able to participate in an activity that their physicians are unable to offer, to discuss their feelings about the surgery, their body images and to overcome the sense of isolation and worthlessness that frequently follows such surgery.

This effective utilization of the skills and talents of County employess through part-time deployment to other public and private agencies has ample precedence: counselors from the Health Department's Alcohol Program pro-

vide services in privately owned and operated halfway houses. They also visit patients in the county's private hospitals and see Montgomery County patients who are patients at Springfield State Hospital; other helping personnel run counseling groups at the Montgomery County Detention Center, and so forth. The effective use of public funds dictates that agencies which have certain capabilities provide services for those agencies which lack those capabilities. This eliminates unnecessary duplication and fosters coordination. The Center will be no exception. No services will be created that are already being offered by other agencies, organizations or groups. Only if a gap in service is identified, will the staff then attempt to meet the need.

PROGRAMS

Programs for the Center can include workshops on divorce and custody; women and the law; insurance, investment and estate planning; career development and employment counseling; preparation for widowhood and death and dying. Ongoing programs may range from cancer detection information to post-mastectomy discussion groups; an outreach program to widows; single parent discussion groups; nutritional awareness seminars, ans self-image awareness groups.

The Center can also serve as a locus for lunch-time and evening meetings of county-employed women and the staff can participate in the orientation of newly employed women to services which they may need. In addition, the federal and state governments maintain offices in the county and employ large numbers of women who might be in need of and benefit from the kinds of activities the Center will offer.

HOURS OF OPERATION

In addition to normal working hours (8:30 am - 5:00 pm), it is anticipated that the center will be open for a minimum of one evening a week and one Saturday a month. Flexibility of scheduling activities is enhanced by the facility itself, which is a former private residence therefore, eliminating the need for special personnel which is required to operate more formal structures.

LINKAGE WITH COMMUNITY ORGANIZATIONS

Programs for the center will be developed by the staff in collaboration with members of the advisory board, the Commission for Women, representatives from public and private agencies and private citizens.

The administrative staff will remain small and serve as a nucleus to coordinate and train a core of volunteer workers who will provide outreach activities to identify and draw women to the center. Agency, personnel, private and public, will be involved in center activities and encouraged to inform their clients of on-going programs.

Students on field placement from local colleges will provide a communications network to organizations and professionals who might have contact with more isolated women (i.e., obstetricians, pediatricians, presidents of women' organizations, parent-teacher organizations, school principals, pupil personnel workers, lawyers, clergy and religious organizations.

An advisory board will be established for the Center and requests for membership will be accepted from interested persons in the community--but especially from such groups as the Women's Center, Inc.; Community Coordinated Child Care; and the Commissions on Aging and Human Relations. Mem-

bers of the Commission for Women will also be requested to participate on the advisory board as well as to provide technical assistance for specific programs.

SUGGESTED TOPICS FOR PROGRAMS

The following is a tentative list which broadly outlines some of the programs which have been suggested for presentation at the center. It is merely a preliminary outline and all suggestions for programs which have not been listed would be appreciated. Input is requested.

SATURDAY SEMINARS

The purpose of a Saturday seminar is to address issues of interest to women in greater depth than can usually be accomplished in shorter sessions. The seminars will be designed to provide information to participants, an opportunity to share common experiences and to learn about existing community resources appropriate to the specific topics. Such topics may include:

Women and the Law

Estate Planning

Retirement Planning for Single Women

Insurance Planning

Divorce and Child Custody

Food Additive and the Hyperactive Child

The Effects of Television on Children

Selection of Quality Child Care

WEEKLY ACTIVITIES

These activities will focus on issues and concerns that require continuous support and guidance for varying durations of time and may include:

Post-mastectomy counseling

Parent support counseling

Body awareness and movement groups

Nutritional counseling

Employment and career-development assistance

Assertiveness training

Other Activities:

1. Training of Center staff in rape crisis counseling (to be provided by PASSAGE counseling staff).

2. Participation in police recruit training to apprise new police officers of the Center's existence and purpose.

3. Coordination with American Red Cross orientation programs for wives of foreign diplomats.

4. Provision of a meeting place for women's groups and organizations.

You are cordially invited
to share in the opening of

A Woman's Place

a resource and activity center for women
sponsored by Montgomery County Government
Office of the Commission for Women

at an Open House
on Sunday, January 11, 1976 from 2 to 6 p.m.

59 Maryland Avenue Rockville, Maryland
424-477

OUR THANKS TO...

the following organizations and agencies sponsoring many of our programs:

Community Coordinated Child Care
Project Family OUTREACH through the Community Psychiatric Clinic, Inc.
Cooperative Extension Service of the University of Maryland
Montgomery County Department of Social Services
Family Awareness Program of Karma House, Inc.
Family Services of Montgomery County, Inc., through Project FOCUS
Montgomery County Health Department
Mental Health Association of Montgomery County
Montgomery College: Rockville and Takoma Park
Montgomery County Cancer Society
Montgomery County Public Schools
National Organization for Women
Montgomery County Office of Human Resources

and special thanks to
The Montgomery County Commission for Women

STAFF

for the Montgomery County Commission for Women and A WOMAN'S PLACE

Quincalee Brown, Ph.D.
Executive Director
Edna M. Brown
Lois Rowan DeAngelo
Gail Ayers Linville
LaVonne R. Prall
Elaine K. Weiner
Shellie M. Welter

1/76

WHERE IS A WOMAN'S PLACE?

IN THE OFFICE? IN THE SUPERMARKET? IN THE LEGAL PROFESSION? IN THE NURSERY? ON THE COUNCIL? IN THE DEPARTMENT STORE? IN THE KITCHEN? IN POLITICS? IN HOUSES OF WORSHIP? IN THE RESTAURANT INDUSTRY? IN THEATRE? IN BIG INDUSTRY? IN TELEPHONE REPAIR SERVICE? IN THE MEDICAL PROFESSION? IN THE CONFERENCE ROOM? IN THE DRIVER'S SEAT? IN SMALL BUSINESSES? IN CONSTRUCTION JOBS? ON THE BOARD OF DIRECTORS? IN THE SENATE? IN THE HOUSE? IN THE CLASS-

EVERY PLACE IS A PLACE FOR YOU . . .

If you're doing what you choose.

You can be in the supermarket as a consumer . . . or as the manager; in the kitchen as a cook . . . or as a plumber; in the courtroom as the stenographer . . . or the judge; in the airline industry as a stewardess . . . or the captain; in the home as a creative homemaker . . . or a carpenter.

HOW DO YOU BEGIN?

Begin at **A WOMAN'S PLACE**, Montgomery County's resource and activity center for women, organized to help women make choices about lifestyles and life's work.

Every human being has the innate right to determine the course of her/his life. Many women, however, often encounter economic, social, and institutional barriers and, therefore, need assistance in setting that course.

WHAT'S AVAILABLE?

A wide array of activities and resources is offered at **A WOMAN'S PLACE** on an ongoing and specially scheduled basis. A quarterly calendar will publicize, in advance, those scheduled activities and group meetings occurring during that period. Included will be:

- ☐ employment counseling
- ☐ referrals for professional services
- ☐ information about college courses designed around women's needs
- ☐ recreational programs
- ☐ education for family development
- ☐ group discussions on shared needs, concerns, and solutions

WHERE AND WHEN?

Monday through Friday from 8:30 a.m. to 5 p.m.

Monday evenings from 6 to 9 p.m.

Additional weekend and evening hours will be arranged for you, when necessary. Begin to explore for yourself at:

A WOMAN'S PLACE
150 Maryland Avenue
Rockville, Maryland 20850
Phone: 424-0727

A WOMAN'S PLACE

SCHEDULE OF EVENTS*

*Quarterly Calendar Available by calling 424-0727

ON-GOING GROUPS (Get involved now)

WOMEN IN RE-ENTRY.

WOMAN'S AWARENESS.

SEPARATION AND DIVORCE. Co-sponsored with Project Family Outreach from Karma House, Inc.

SINGLE PARENTING. Co-sponsored with Project Family Outreach, Community Psychiatric Clinic, Inc.

ASSERTIVE DECISION MAKING.

WHAT IS A GOOD MOM? CAN I BE ONE? Co-sponsored with Family Services of Montgomery County through Project FOCUS.

DOUBLE JEOPARDY. For minority women. Co-sponsored with Family Services of Montgomery County through Project FOCUS.

PARENTS ANONYMOUS. Co-sponsored with Project Family Outreach, Community Psychiatric Clinic, Inc.

SPECIAL PROGRAMS

Classes focused on specific topics such as: women and work; women and law; woman and identity, are offered at A Woman's Place through Montgomery College, Community Services and the Adult Education Department of Montgomery County Public Schools.

SEMINARS

Seminars on Law, Women's Health, Child Care, Breast Disease, and other topics of interest are scheduled on a frequent basis. Step-in or call to inquire about the calendar.

DROP-IN DISCUSSIONS

Employment Workshops will be offered on a weekly basis. For further information please call 424-0727.

To reserve space in any of these activities, call 424-0727.

Child care arrangements are available upon request.

A WOMAN'S PLACE

CALENDAR OF EVENTS

April—June 1976

SPECIAL COURSES

(at "A WOMAN'S PLACE", 150 Maryland Avenue, Rockville, unless otherwise noted)

(Registration and tuition to be processed through Montgomery College, 762-7400.)

"Women and Work: Know Your Rights" (concerns employment rights of women) Wednesdays, April 7–21, 12–1:00 p.m. Tuition $5.

"Women and the Law: What You Should Know About Your Legal Rights" (concerns domestic relations issues). Wednesdays, April 7–May 5 (except April 14) 7:30–9:30 p.m. Tuition $14.

"Time for Me". Tuesdays, April 20–May 25, 9:30–11:00 a.m. Tuition $17 plus $2 fee for testing.

"Hats and Hassles" (coping with women's various roles). Saturdays, 10:00 a.m.–12:00 Noon. Ten sessions beginning April 3, 1976. Tuition $15. Call 424-0727 or 279-3335 to reserve space. Tuition to be paid at first meeting (sponsored by Montgomery County Public Schools).

ON-GOING GROUPS

(Call to reserve space or for further information: 424-0727)

Women's Awareness Group. Mondays, 1:00–2:30 p.m. beginning April 26th. (Evening groups will be arranged if a demand exists.)

"Separation and Divorce". Wednesdays, 7:00–9:00 p.m. (co-sponsored with Project Family Outreach from Karma House, Inc.)

"What is a Good Mom: Can I be One?", Tuesdays, 11:45 a.m.–12:45 p.m. beginning April 6th. (co-sponsored with Family Service of Montgomery County through Project FOCUS)

"Single Parenting". Thursdays, 7:30–8:45 p.m. beginning April 22nd.

"Assertive Decision Making". Tuesdays, 1:30–2:30 p.m. beginning April 20th and continuing through June 15th.

"Double Jeopardy" (a dialogue focusing on concerns and strategies for minority women). Mondays, 8:00 p.m. beginning May 3rd for six weeks. (co-sponsored with Family Service of Montgomery County through Project FOCUS).

"Parents Anonymous" (for mothers and fathers who have difficulty controlling their anger with their children). Meets weekly in the evenings (co-sponsored through Family Outreach of Community Psychiatric Clinic).

SPECIAL PROGRAM:

OPEN DOOR FOR CHILD CARE WEEK

April 24th—May 1st

Child Care Fair. Saturday, April 24th, 12:00 Noon–4:00 p.m. at Montgomery Mall, Wheaton Mall and Rockville Mall.

Shopping for Quality Child Care Seminar. April 26th, 7:30–9:30 p.m. at Montgomery County Office Building.

SEMINAR

"Breast Disease: Facts and Fantasies". Saturday, May 8th, 10:30 a.m. –12:30 p.m. First Floor Auditorium of Montgomery County Office Building.

A WOMAN'S PLACE

CALENDAR OF EVENTS

September – December 1976

ON-GOING GROUPS

NOTE: All groups meet only once a week on the day indicated. (Call to reserve space or for further information: 424-0727)

"Woman's Awareness Group" Monday evening: 8:00 – 9:30 and during the day from 1:00 – 2:30 – beginning September 20th. (co-sponsored by Family Service of Montgomery County through Project Focus.)

"Adolescent Awareness Group." For young women. Beginning September 27th at 8:00 p.m.

"Family Exploration." This group is designed to look at your own family, how do you relate? Is it like your parents and grandparents? How does your family system work? Friday, 1:00 – 2:30 p.m. Beginning on October 1 – November 5th. (co-sponsored through Family Outreach of Community Psychiatric Clinic)

"Investment and Insurance for Women": "If We're So Smart, Why Aren't We Rich?" Tuesday, November 9th through December 7th from 12:00 – 1:00

"Single Parenting." Thursdays 7:30 – 8:45 p.m. beginning September 16th (co-sponsored by Family Outreach of Community Psychiatric Clinic.)

"Parents Anonymous" For mothers and fathers who have difficulty controlling their anger with their children. Meets weekly in the evenings, (co-sponsored through Family Outreach of Community Psychiatric Clinic)

"Women's Sexuality and Selfhood." Thursday 1:00 – 3:00 beginning on September 16th through October 7th. An exploration of your capacity to experience full womanhood through examing traditional sex roles which hamper sexual functioning.

"Double Jeopardy" A dialogue focusing on concerns and strategies for minority women. (co-sponsored with Family Service of Montgomery County through Project FOCUS.) Date to be arranged.

"What is a Good Mom?" Explore how to make the most of the PERSON and the MOTHER in you. Beginning Friday, September 17 – November 5 from 9:30 – 11:00 a.m. (co-sponsored with Family Service of Montgomery County through Project FOCUS)

"Mother-Daughter Awareness Group." Beginning Thursday, September 23rd for 6 weeks from 3:30 – 5:00 p.m.

"Separation and Divorce." Wednesdays, 7:00 – 9:00 p.m. (co-sponsored with Project Family Outreach from Karma House, Inc.) Beginning on Wednesday, October 6.

"Widow and Widower." Life After Death – His or Hers. (co-sponsored through Family Outreach of Community Psychiatric Clinic) Date to be arranged.

"Education for Living With Breast Surgery." A discussion group designed to assist women with various topics of interest, i.e. choosing appropriate clothing, dealing with body image and communicating with their family. Tuesday or Thursday mornings at 10:00 a.m. until 11:30 a.m. September 28th and September 30th for eight sessions. Please call if interested in Tuesday evening group. (this group is sponsored by Jewish Community Center of Greater Washington Area in cooperation with A Woman's Place.) Call 881-0190 ext. 38 to reserve space.

SPECIAL EVENTS

"Divorce Reform and Property Rights." Town meeting sponsored by the Commission for Women. November 19, 7:30 p.m. County Office Building, First Floor Auditorium Rockville, Maryland.

OTHER SERVICES

* Weekly Mini-Employment Workshops. Hints on resume writing, interview techniques and leads on potential employment resources. Call to reserve space.

* Individual Information and Counseling.

* Speakers Bureau. A 7-day week Speakers Bureau is sponsored by the Commission for Women. The topics deal with womens concerns in self-image, employment, domestic law, resources available in the county etc. Please call 3 weeks prior to the date needed. Phone: 424-0727.

SPECIAL COURSES

(at "A WOMAN'S PLACE", 150 Maryland Avenue, Rockville, unless otherwise noted)

(Registration and tuition to be processed through Montgomery College, 762-7400).

"Between Man and Woman: Male-Female Communication." An opportunity to learn how to improve your relationships with others. Tuesday, September 21 – October 26, 9:30 – 11:00 a.m. Tuition $25.

"Retirement – Yours or His." Whether you or your husband are retired or planning to retire, you need information to insure that these are good years. Tuesdays, September 21 – October 26, 5:30 – 7 p.m. Tuition $18.

"Male Female Communications in the Workforce," An exploration of ways to deal with patterns of conflict/competition toward promoting cooperation and harmony between the sexes as they work together. Wednesday, September 22 – October 27, 7:30 – 9:30 p.m. Tuition $25.

"Assertive Behavior Training." Work on developing skills which will enable you to express genuine feelings of warmth or disappointment, your thoughts and needs, and to stand up for your rights! Wednesday, September 22 – October 13, 10-12 a.m. with a follow-up on, November 10. Tuition $38.

"Assertive Behavior Training." Same as above. Mondays, September 20 – October 18, 6 - 8 p.m. with a follow-up on November 15, Tuition $38.

A WOMAN'S PLACE

150 Maryland Ave., Rockville, Md. 20850, 424-0727

CALENDAR OF EVENTS

ON-GOING GROUPS

Our groups will be offered at the day and times indicated. Please call 424-0727 for starting dates and to reserve space. (Groups usually meet once a week for six to eight weeks).

"Woman's Awareness Group" Monday, 8:00 - 9:30 p.m. and during the day from 1:00 - 2:30. (Co-sponsored by Family Service of Montgomery County through Project Focus).

"Adolescent Awareness Group" For young women ages 15 - 17. Monday at 8:00 p.m.

"Your Future Begins Now" An exploration in self awareness and life planning for women who feel that years should add experience, wisdom, poise and opportunity. Tuesday 1:00 - 2:30. (Co-sponsored with Project Family Awareness Program of Karma House, Inc.)

"Prime Time: Forum for Women in Mid-Life" The group will share experiences and information about the social, vocational, sexual, familial and physiological aspects of menopause. (Co-sponsored with Sigma Reproductive Health Center).

"Motherhood In Perspective: What Is A Good Mother?" Explore how to make the most of the PERSON and the MOTHER in you. Monday, 9:30 - 11:00 a.m. (Co-sponsored with Family Service of Montgomery County through Project FOCUS).

"Women's Awareness - Separation and Divorce" Wednesdays, 7:00 - 9:00 p.m. (Co-sponsored with Family Service of Montgomery County through Project FOCUS).

"Money Matters: Investment, Insurance and Real Estate for Women" *If we're so smart, why aren't we rich?* Tuesday from 12:00 - 1:00, and evenings.

"Widow and Widower" Life After Death - His or Hers. (Co-sponsored through Family Outreach of Community Psychiatric Clinic) Tuesday, 5:30 - 7:00.

"Women's Sexuality and Selfhood" Thursday, 7:30 - 9:30 p.m. An opportunity to learn more about your body and converse comfortably about women's sexual needs.

"Double Jeopardy" A dialogue focusing on concerns and strategies for minority women. (Co-sponsored with Family Service of Montgomery County through Project FOCUS). Thursday, 6:00-8:00 p.m.

SPECIAL EVENTS

"Communication, Conflict and Power" A dialogue between men and women seeking mutual understanding. Panel Discussion. Saturday, April 16, 2:00 - 4:30. County Office Building, First Floor Auditorium, Rockville, Maryland.

OTHER SERVICES

(Space is limited. Call 424-0727 to register)

"Domestic Relations: A Legal Prospective" Learn about grounds for divorce, divorce procedures, how to work with an attorney and how to locate community resources. (Attorneys provided by the Montgomery County Bar Association). Meets monthly. Day and night groups available.

"Weekly Mini-Employment Workshops" Hints on resume writing, interview techniques and leads on potential employment resources. Day and night groups.

"Individual Information" and short term support counseling.

"Parents Anonymous" For mothers and fathers who have difficulty controlling their anger with their children. Meets weekly in the evenings. (Co-sponsored through Family Outreach of Community Psychiatric Clinic).

"Speakers Bureau" A 7-day week Speakers Bureau is sponsored by the Commission for Women. The topics deal with women's concerns in self-image, employment, domestic law, resources available in the County, etc. Please call three weeks prior to the date needed.

SPECIAL COURSES

(Registration and tuition to be processed through Montgomery College, call 762-7400).

"Between Man and Woman: Male-Female Communication" An opportunity to learn how to improve your relationships with others. Tuesday: February 1 - March 22. 9:30 - 11:00 a.m. Tuition - $25.00.

"Assertive Behavior Training" Work on developing skills which will enable you to express genuine feelings of warmth or disappointment, your thoughts and needs, and to stand up for your rights! Mondays, January 24 - February 14. 6:00 - 8:00 p.m. with a follow-up on March 14. Tuition - $38.00.

"Assertive Behavior Training" Same as above. Wednesday, February 16 - March 9, 10:00 - 12:00 noon with a follow-up on March 30. Tuition - $38.00.

Intake Form

The purpose of this form is to give us an accurate picture of the needs of Montgomery County residents who came to A Woman's Place. It is completely confidential, but you may remain anonymous if you wish.

DATE _____

NAME _____

ADDRESS _____

TELEPHONE HOME _____ OFFICE _____

Directions: Please write the appropriate numerical response to the question in the blank on the left.

___1. Sex: (1) Male (2) Female

___2. Race: (1) Black (2) Caucasian (3) Hispanic (4) Oriental

___3. Age: (1) 15-18 (2) 19-25 (3) 26-30 (4) 31-35 (5) 36-40
(6) 41-45 (7) 46-50 (8) 51-55 (9) 56-60 (10) Over 60

___4. Marital Status: (1) Single (2) Married (3) Separated (4) Divorced
(5) Widow (6) Remarried

___5. Occupation: (1) Homemaker (2) Professional (3) Para-Professional
(4) Technical (5) Clerical (6) Service (7) Other

___6. Average Annual Family Income (Thousands): (1) None (2) 0-5 (3) 6-10
(4) 11-15 (5) 16-20 (6) 21-30 (7) 31-40 (8) 41-50 (9) Over

___7. Your Average Annual Income: (1) None (2) 0-5 (3) 6-10 (4) 11-15
(5) 16-20 (6) 21-30 (7) Over

___8. Number of Children: 0 1 2 3 4 5 6 7 8 9

___9. Number of Children ages birth - 3

___10. Number of Children ages 3 - 5

___11. Number of Children ages 6 - 12

___12. Number of Children over 12

___13. Child care Arrangements: (1) Day care (2) Family day care
(3) In your home care (4) Other

___14. Highest Degree Attained: (1) Elementary (2) High School
(3) College (4) Bachelor's Degree (5) Graduate Degree
(6) Doctorate or Professional Degree

___15. Special Skills or Training (please specify) _____

_____

_____

_____

___16. Are you currently receiving counseling? (1) Yes (2) No

___17. If yes, please specify: (1) Public agency (2) Private agency

___18. (1) Group (2) Individual

___19. Have you used any Montgomery County services in the last year? (1) Yes (2) No

___20. If yes, please check which ones: (21) __Police (22) __Social Services

(23) __Recreation (24) __Fire/Rescue (25) __Health
(26) __Commission for Women (27) __Commission on Aging
(28) __Human Relations Commission (29) __Human Resources (30) __Other

Please check your reasons for coming to A Woman's Place:

___31. I wanted assistance with a specific problem
___32. I wanted assistance with several problems
___33. I wanted to meet new people
___34. I was interested in a seminar or program
___35. I wanted to join a discussion group
___36. I was curious about A Woman's Place
___37. I wanted a way to become involved with other women
___38. Other (Please specify) _____

_____

___39. What services do you need or want most from us? (4) __Job referral
(41) __Career Counseling (42) __Legal Referral
(43) __Family Relations Counseling (44) __Courses (45) __Programs
(46) __Information (47) __Assistance with personal problems
(48) __Other

Do you have any suggestions for seminars, programs, services, etc. that you feel we should offer if possible? _____

_____

_____

OFFICE USE

NOTES: _____

_____

_____

_____

FOLLOW UP: _____

_____

_____

REFERRAL TO: _____

_____

GROUP EVALUATION

1. I joined this group primarily because I throught it would: (check one)

   _____a. help me learn to cope with the way society (school, government, churches, etc.) affects my life.
   _____b. help me learn to improve my relationships with others (children, family).
   _____c. help me understand myself better.
   _____d. help me resolve a specific problem.
   _____e. give me new knowledge and information.
   _____f. be interesting and fun.
   _____g. other (specify)_____

2. When I first began, the one thing I especially hoped this group would deal with was:

   _____

   _____

3. The group did talk about this concern (check the appropriate number)

   _____

   1 2 3 4 5 6

   Not at all. We never got to it. — Somewhat. It was mentioned, but only briefly. — Quite thoroughly and to my full satisfaction.

4. Some of the other topics we discussed included: _____

   _____

5. I was interested in those topics we did discuss (check appropriate number)

   _____

   1 2 3 4 5 6

   Not at all. We never got to my choices. — Somewhat, though they were not my first choices. — Completely. They related to me and my life very well.

6. My expectations for this group were met (check appropriate number)

   _____

   1 2 3 4 5 6

   Not at all. It was completely different from what I expected. — Somewhat. Some things were different. — Quite well. It was all I hoped it would be.

7. Below is a list of chracteristics that many group leaders have. Please check the three which best describe your group's leader.

   _____understanding
   _____professional
   _____helps group explore alternatives
   _____sympathetic
   _____talkative
   _____in control
   _____gives direct advice
   _____involved
   _____unsympathetic
   _____quiet
   _____permissive
   _____stimulating
   _____uninvolved
   _____honest
   _____avoids direct advice

8. Generally, I would rate the leader of my group as (check appropriate number).

1	2	3	4	5	6
Not very good		Fair	Good		Excellent

9a. The following are some of the benefits that people may get out being in a group like this. Check the <u>three</u> that best describe what you got out of this group.

_____I had a chance to get out and be with other people.
_____I was able to share with people who had concerns similar to mine.
_____I was able to help others.
_____I learned new facts, information, and resources
_____I was able to evaluate and confirm some of my own attitudes and beliefs.
_____I feel better about who and what I am.
_____I learned and actually tried out some new behaviors and ways of andling situations.
_____I gained new understanding of other's behavior.
_____I seem to be getting along better with others.
_____Other (please specify) _____

9b. A benefit I wish I had gained from the group was _____

_____

10. Generally I would rate this group as (check appropriate number).

1	2	3	4	5	6
Not very good		Fair	Good		Excellent

11. If changes were made in the program, I would recommend the following:

_____Fewer sessions
_____More sessions
_____Smaller group
_____Larger group
_____More members with similar concerns
_____More members with different concerns
_____No change

12. I would join a similar group again. _____yes _____no _____Maybe yes _____Maybe no

13. I would recommend a group like this to others. _____yes _____no _____maybe

14. Other Comments:

Group Evaluation Form

Please complete the statements below by placing a number in each blank based on the following scale:

5 = excellent 2 = fair
4 = good 1 = poor
3 = average

****

1. This workshop was a (an) _____experience for me.
2. My feeling of involvement/participation in the group in general was _____.
3. The amount of relevant material presented was_____.
4. The amount of time allotted for discussion was _____.
5. I felt the amount of structure that the co-leaders provided in the group was _____.
6. The preparation/organization of the co-leaders was _____.
7. The working relationship between the co-leaders was _____.
8. Before taking this course I felt my communication about sexual needs and satisfactions was _____now I consider my communication is _____.

List 3 things that could be done to improve this workshop.

1._____

2._____

3._____

Describe a negative feeling/memory that you had about this group experience something that made you uncomfortable or anxious.

Describe a positive feeling/memory that you had about this group experience.

Additional comments amplifying the above questions or any other issues will be appreciated.

*Note: Use back of sheet if additional space is needed.

Date _____

This was a productive activity for me ___yes ___no

I would like to see this activity cont'd. ___yes ___no

The time offered was convenient for me ___yes ___no
If no, suggestions _____

I gained practical and useful information from this activity ___yes ___no

I feel this activity could be improved by _____

_____

I would recommend this activity to friends ___yes ___no

COMMISSION FOR WOMEN

NAME _____ DATE _____

ADDRESS _____

PHONE _____ TAKEN BY _____

Credit _____ Group/Seminar Info. _____
Employment _____ Legal _____
Housing _____ General Info. _____
Divorce/Separation _____ Other _____

REMARKS _____

_____

_____

_____

_____

A WOMAN'S PLACE

Group: _____

_____

Name: _____

_____

Address: _____

_____

City: _____ Zip: _____

Phone: (H) _____ (O) _____

Date & Time: _____

_____

Comments: _____

_____

_____

APPENDIX N

MONTHLY SUMMARY OF CLIENT CONTACTS

PRESENTING PROBLEM	TYPE OF CONTACT			
	TELEPHONE	WALK-IN	APPOINTMENT	GROUP
I. GENERAL INFORMATION				
A. A Woman's Place				
B. Commission for Women				
II. EMPLOYMENT				
A. Counseling				
B. Discrimination				
C. Referral				
D. Workshop				
III. FAMILY PROBLEMS				
A. Abused Wives				
B. Child Abuse				
C. Child Care				
D. Child Support				
E. Family Counseling				
F. Marital Counseling				
G. Separation & Divorce				
H. Single Parenting				
I. Other				
IV. LEGAL				
A. Information				
B. Lawyer Referral				
V. HOUSING				
A. Discrimination				
B. Housing				
VI. CREDIT				
A. Discrimination				
B. Information				
C. Loan				
VII. COMMUNITY RELATIONS & INFORMATION				
A. Information/Interview for Research				
B. Newspapers/Magazine Interviews				
C. Radio Shows				
D. Requests for Publication				
E. Speaking Engagements				
F. TV Shows				
VIII. MISCELLANEOUS				
A.				
B.				
C.				
D.				
E.				

150 Maryland Avenue
Rockville, Maryland 20850, 424-0727

DOMESTIC RELATIONS: A LEGAL PROSPECTIVE

I. LAWYERS

A. Desirable Characteristics

1. Honest and doesn't promise instant results
2. Keeps appointments
3. Can see you within the week
4. Recommendation of trusted friend
5. Fighter reputation and sympathetic to a woman's point of view
6. Fair with you - willing to take a retainer plus payment plan
7. Bar Association referral
8. Legal aid for general advise
9. Can leave message with secretary to which attorney responds promptly

B. Problems

1. Secretary does all interviewing and/or gives advise that you expect to hear from the attorney
2. Consistently late on appointments because of "busy schedule"
3. Inaccessable by phone over several days -- even if it's just to have someone else return calls and find out problem
4. Excessive fee with few results early into contact with other side
5. Refusal or avoidance of advising client of expected process and possible outcomes
6. Paternalistic or threatening whether client is male or female

C. What To Tell

1. The facts of your marriage
2. Any relationships/affairs with others no matter how long ago
3. Any problems with children
4. Names and phone numbers of witnesses to events of cruelty, adultery, drunkeness, child abuse or anything else of which you complain
5. Any marked changes in spousal behavior
6. Any statements made by friends
7. Complete financial disclosure
   a. Real property, interests/other states (preferably copies of deeds)
   b. Personal property
      (1) All bank accounts (also with others)
      (2) Stocks, and keys
      (3) Inheritances
8. Results that you think you want
9. Your future plans as a single person

D. What To Ask

1. Cost
2. How much time
3. How to handle day to day situations with regard to the following:

a. Custody
b. Finances
c. Debts
d. Charge accounts
e. Questions from "friends"

4. What decisions can court change?
5. How to accomplish the things you want to do

E. Attorney/Client Relationship

1. "I" position
2. Assess your own ability to make judgements
3. Don't lie, even a little bit!
4. Don't worry about changing your mind
5. Don't be embarrassed if there's a reconciliation
6. Ask for an explanation if there is any dissatisfaction or discomfort
7. A lawyer is not a counselor - please remember there are other organizations and agencies to provide you with the support needed for this transitional period
8. Don't expect your lawyer to save a marriage that you could not save
9. Don't worry about a lawyer who has to "look it up..." just so he/she does and appears to know the answer

F. Fees

1. Fees should be regular and reasonable
2. Who pays?
3. How to pay
   a. Borrow
   b. Master Charge
   c. Joint savings
   d. Real property deal
4. Costs
   a. Court
   b. Depositions
   c. Detectives
5. Shop around; it's worth the consultation fee!
6. Reduced fee resources
   a. Legal Aid: Eligibility: "Poor" (definable only by calling 279-1245, between 1:00 and 4:00 p.m.) Located at 14 Maryland Ave.
   b. Judicare: Eligibility is determined at the Department of Social Services located at 5600 Fishers Lane. The Judicare Program has recently been expanded from those who are receiving only AFDC Aid to Families with Dependent Children) to include all AFDC, and SSI (Social Security Insurance) and people with incomes between 40 and 50% of the State's median income. After you have been determined eligible for the Judicare Program you will receive a letter stating that you are indeed eligible and a contract to present to the attorney and a copy of the State Fee Schedule for attorney reimbursement. Then you will need to call Lawyer Referral for the name of an attorney who accepts Judicare clients. The telephone number for Lawyer Referral Services is 279-1741.

c. Reduced Fee Panel: Eligibility: This is a program provided through the Montgomery County Bar Association for those individuals who do not meet the eligibility requirements for Judicare or Legal Aid. Individuals with the income of below $9,000. per annum should check with the panel to determine if they are eligible. There is a sliding scale fee considering the numbers of individuals in your family and this should be taken into consideration when you are confering with the Reduced Fee Panel staff. If you are eligible for this program you can expect to pay the attorney on an hourly rate calculated at $20.00 an hour if he is working for you out of court and $25.00 per hour in court. These fees are much lower than regular fees that are charged by other local attorneys. You can call 279-1741 to inquire about this program and obtain a list of attorneys that do provide services at a reduced fee.

d. Lawyer Referral Service: Open to everyone. Call 762-4940. Initial consultation and referral. $20.00 for one thirty minute session. Located at 17 West Jefferson Street, Suite #105. Consultation can be conducted on the telephone.

II. PROCESS

A. Separation Agreement
1. Not a "legal separation"
2. Most important -- especially with any real and personal property
   a. Tends to calm things
   b. Is not a panecea

B. Grounds for Divorce
1. Adultery
2. Desertion (Actual or Constructive)
3. Voluntary Separation
4. No Fault

5. Types of Divorces
   a. A Vinculo
   b. A Mensa
6. Who Files?
7. Why File

C. Masters Hearing
1. Uncontested
2. Need witnesses
3. Pendente Lite and contempt
4. Time lag - don't plan to marry the same day

D. Court
1. Contested
2. More expensive

E. Foreign Divorces

1. Consent vs. Non-Consent

F. Aftermath

1. Order
2. Enforcement

   a. Court - Contempt, Arrearage Judgment, URESA
   b. Lawyer
   c. Parties

III. PARTICULAR ISSUES

A. Custody (Never permanent)

1. Best interest of children
2. Better to agree than have court decide
3. If acrimony -set up schedule right from the beginning

   a. Don't expect other spouse to babysit
   b. Don't be a martyr
   c. Remember children need both parents - do not use children as tools

4. Child Support With or Without Separation Agreement

   a. Hospitalization
   b. Special medical
   c. Trust funds - education - life insurance
   d. Not related to visitation
   e. Failure to provide support can be a criminal violation

5. Change

   a. By agreement - needs a witness for Masters Hearing
   b. Unfit parent

      (1) Juvenile Court - Social Services evidence
      (2) School teachers
      (3) Neighbors
      (4) Adultery
      (5) Drunkeness
      (6) General neglect
      (7) Uniform Child Custody Act

B. Adultery

1. Use of a Predisposition and Opportunity
2. Separation Agreement not a license to commit adultery
3. Testimony in Court
4. Is there a social stigma attached?
5. Who knows of case?
6. Detective

C. Alimony

1. Not to "guilty" party, except by agreement
2. Women's Movement

   a. Importance of a job and earning potential
   b. Alimony, red flag to both parties

3. Deductible to husband, taxable to wife

   a. Be sure to check with attorney - if periodic payments over a certain period
   b. May make things easier for both in the long run

4. Technical vs. Non-Technical

   a. Question whether it is modifiable by court
   b. Advantages and disadvantages

5. Social Security Benefits

D. Taxes

1. Joint return - usually good for wife without substantial income, if specifically agreed on proceeds
2. Ability to decide who takes children as dependents

   a. By agreement
   b. By way of proof of who pays more than one-half of all support

      (1) Keep all receipts
      (2) Accurate record of payments - both parties - cheques or money orders
      (3) Real Property - interest and taxes paid

         (a) Taxes where real property sold
         (b) Other specific tax advise

      (4) 1976 Tax Reform

         (a) Child care expenses
         (b) Alimony
         (c) Deductions for dependents

E. Will

1. Be sure to change if no separation agreement
2. Best to choose a brother or sister no matter how remote
3. Illness - not a time to change a will no matter what

F. Credit

G. Bank Accounts

H. Person Importance

1. Counseling
2. Speak to friends right away

    a. Important to make a few people aware of situation
    b. Find out who you can count on right away - get your support system going
    c. Be realistic

        (1) Budget and finances
        (2) Do you just need this or do you just want revenge?

3. Stay calm
4. Seek out others who have been through this cautiously, attend groups led by known professionals to avoid getting too much advice and not enough direction about what you really need and want for yourself

Suggested publications for your consideration and reading

How To Get A Divorce. Kalenick, Sandra and Jay Bernstein, J.D. Washingtonian Books, 1828 L Street, N.W., Washington, D.C. 20036. (Cost $4.95).
A practical handbook for residents of the District of Columbia, Maryland and Virginia who are contemplating seperation and divorce. Includes sample forms for filing your own divorce.

The Legal Rights of Women In Marriage and Divorce in Maryland. The Women's Law Center, Inc. 2125 N. Charles St., Baltimore, Md. 21218 (Cost $1.00).
Contains information regarding marriage in Maryland, grounds for divorce, alimony, custody and child support. Contains a good deal of information in narrative form.

The Rights of Women: An American Civil Liberties Union Handbook. Ross, Susan. Avon Books, a division of The Hearst Corporation, 959 Eighth Ave., New York, New York 10019. (Cost $1.25 and is available at many bookstores).
An opportunity to read about women's legal rights including The Equal Rights Amendment, Employment Discrimination, A Woman's Right to control her Body and just about every other legal issue pertaining to women.

A WOMAN'S PLACE

A WOMEN'S RESOURCE AND ACTIVITY CENTER SPONSORED BY MONTGOMERY COUNTY GOVT

150 MARYLAND AVENUE
ROCKVILLE, MD. 20850
PHONE 424 0727

'Mini-Employment Workshops'

LOOKING FOR A JOB.....

NEED TO BE AWARE OF COMMUNITY RESOURCES.....

WANT TO LEARN OF CURRENT POSITIONS AVAILABLE.....

NEED HINTS ON RESUME WRITING.....

THEN.....PLAN ON ATTENDING ONE OF OUR MINI-EMPLOYMENT WORKSHOPS TO BE HELD:

JANUARY 10, 1977 - 7:30 - 9:30 p.m.

JANUARY 13, 1977 - 10:00 - NOON

JANUARY 19, 1977 - 7:30 - 9:30 p.m.

JANUARY 27, 1977 - 10:00 - NOON

END

NO CHARGE. CALL TO RESERVE SPACE 424-0727